# 2022 / 2023 Annual Report

LINKING VOLUNTEERS TO THE COMMUNITY

PEEL VOLUNTEER RESOURCE CENTRE

DIFFERENCE VOLUN

# Peel Volunteer Resource Centre Inc.



# Connecting People and Communities



- Linking Volunteers with Community Organisations
- Empower by Upskilling and Supporting
- Support Vulnerable Communities



Respect Inspire Inclusiveness

# OUR BOARD

Our dedicated Board of Management who have provided strategic direction to Peel Volunteer Resource Centre throughout the year and our thanks go to:

Chairperson:	Errol Baker	Individual Member	
Vice Chairperson:	Jo Fraser	Individual Member	
Treasurer:	Albert Rodgers	WestAus Crisis & Welfare Service	
Secretary:	Megan Reynolds	Foodbank	
Committee Members:	Chris Stickland	Mandurah SES	
	Aaron Spice	John Tonkin Education Support Centre	
	Donna Duxbury	Fairbridge	
	Kay Williams	Dot's Place - Cancer Council	

Wendy Wiley	Individual Member	
Judy Fraser	Individual Member	

## OUR STAFF

Manager	Vicki Pollard	
Administration Assistant	Nicole Blackwell	
Volunteer Staff	Jen Thomson	
	Cheryl Wellington	
	Leta Harris	
	Julie Hogan	

Julie Blackwell

# AGM AGENDA 2023

"We wish to acknowledge the traditional custodians of the land we are meeting on, the Bindjareb people. We wish to acknowledge and respect their continuing culture and the contribution they make to the life of this City and this region;"

- 1. Meeting Opened:
- 2. Present: As per the attendance register
- 3. Apologies:
- 4. Minutes of Previous Annual General Meeting: 17th October 2022
- 5. Table the Conflict-of-Interest Register:
- 6. General Business:
- 7. Chairperson's Report: presented by Errol Baker
- 8. Manager's Report: presented by Vicki Pollard
- 9. Auditor's Report presented by Albert Rodgers
- 10. Returning Officer:
- 11. Election of Board

#### 2<sup>nd</sup> year of their term.

- Donna Duxbury
- Kay Williams
- Megan Reynolds
- Chris Stickland

#### Nominations for the Board

- > Errol Baker (Individual Member)– Chairperson
- > Albert Rodgers (WestAus Crisis & Welfare)– Committee Member
- > Jo Fraser (Individual Member) Committee Member
- > Wendy Wiley (Individual Member) Committee Member
- Aaron Spice (John Tonkin Education Support Centre) Committee Member
- Louisa Ackland (Individual Member) Treasurer
- 12. Appointment of Auditor: Ebats Accounting Lance Hall

#### 13. Meeting Closed:

## **AGM MINUTES 2022**

#### 2.30pm Monday 17th October 2022

Mandurah Lotteries House; 7 Anzac Place MANDURAH WA 6210 Minutes

"We wish to acknowledge the traditional custodians of the land we are meeting on, the Bindjareb people. We wish to acknowledge and respect their continuing culture and the contribution they make to the life of this City and this region;"

#### 1. Meeting Opened: 2.30pm

2. Present: Francis Cain, Lisette Laval, Clair Cavanagh, Jake Kind, Chris Stickland, Kathleen Johnson,

Keith Stockins, Errol Baker, Jo Fraser, Albert Rodgers, Megan Reynolds, Kay Williams, Wendy Wiley, Judy Fraser, Jennifer Ireland, Leta Harris, Vicki Pollard, Nicole Blackwell, Georgia Fraser, Jane Christie, Gordon Hall, Dee Castillo.

- Apologies: Elisabeth Enz, Donna Duxbury, Lisa Gardiner, Virginia Pitts 3.
- Minutes of Previous Annual General Meeting: 15th November 2021 4. **Moved**: Megan Reynolds Seconded: Jo Fraser
- 5. Table the Conflict-of-Interest Register: Nil for noting.
- 6. General Business: Nil
- 7. Chairperson's Report: presented by Errol Baker

	Moved: Errol Baker	Seconded: Wendy Wiley
8.	Manager's Report: presented by Vicki Pollard	
	Moved: Megan Reynolds	Seconded: Jo Fraser
9.	Auditor's Report presented by Albert Rodgers	
	Moved: Albert Rodgers	Seconded: Wendy Wiley

## Moved: Albert Rodgers

#### **Election of Board** 10.

2<sup>nd</sup> year of their term.

- Errol Baker (Individual Member)– Chairperson
- > Albert Rodgers (WestAus Crisis & Welfare) Treasurer
- > Jo Fraser (Individual Member) Committee Member
- Judy Fraser (Individual Member) Committee Member
- Wendy Wiley (Individual Member) Committee Member

Aaron Spice (APM) – Vice-Chairperson has resigned 10/10/2022

#### Nominations for the Board

- Donna Duxbury
- ➤ Kay Williams
- Megan Reynolds
- Lisa Gardiner
- Chris Stickland

All nominations are accepted unanimously.

Moved: Errol Baker

Seconded: Gordon Hall

 11. Appointment of Auditor:
 Moroney & Associates

 Moved:
 Albert Rodgers
 Seconded:
 Jo Fraser

#### 12. Meeting Closed: 2.43pm



The wonderful PVRC Volunteers were recognised for the hard work and dedication to Volunteering at Peel Volunteer Resource Centre

Julie Blackwell, Leta Harris, Cheryl Wellington, Julie Hogan and Jen Thomson (L-R) with Chairperson Errol Baker and Manager Vicki Pollard

## CHAIRPERSONS REPORT

It's been a complicated year a year divided into of three parts. The first part, we were desperate, looking at our options was a start, Our funding had disappeared and volunteering across the state, Was in a very sorry place, VIO's were closing, at an alarming rate, Our staff cut their hours yet still had to meet all the regulations, They had to fit everything in and still meet our obligations, They were relying on our volunteers and managing on a shoestring, Barely making it through each day, burnout was a real thing, Our State Government helped us out as best they could, If they could have provided more help, I'm sure they would. A change of government and a review of volunteering's state Saw some changes in our funding but it was almost too late, A programme came up and this was a welcome relief, Sociability was managed by Nicole, and it is my belief, That without her commitment and Vicki's oversight Getting it all back to normal. would have been a hell of a fight, Then a huge ray of sunshine came and you could hear us all cheer Vicki entered and was chosen, as Volunteer Manager of the year. This was the turning point we had made it through, Now we could have a roast meal instead of mince stew, We gained momentum and we're slowly building back up, All our services were coming back and half full was our cup. The third part of our journey see's us back on our feet Getting volunteering to those who need it, out on the street, But this doesn't mean we can take it easy or go to the gym, Now that things are looking up now the hard work begins, But while everything looks rosy and while we all cheer Next July it all starts over, it will be another challenging year, If only our government would make our funding more reliable We could move ahead, make difference, our business more viable, So, as we carry on and build our plans to move ahead, We will never think negative but always positive, instead.

## Errol Baker, PVRC Chairperson



## Australia's first National Strategy for Volunteering in a decade

Following a rigorous and inspiring 12-month co-design journey Australia has a new shared agenda for a reimagined future for volunteering. Launched at the biennial National Volunteering Conference, the National Strategy for Volunteering, co-created by stakeholders from across the volunteering ecosystem, provides a blueprint for the next ten years that will enable volunteering in Australia to thrive.

Thousands of stakeholders participated in online consultations, interviews, participatory design workshops, working groups, surveys, and a bespoke research project to build the National Strategy for Volunteering. The culmination of this process identified a unifying vision, three focus areas and aims, and eleven strategic objectives.

The National Strategy for Volunteering identifies what needs to be prioritised to ensure volunteering is safe, supported, and sustainable in the future. These priorities are captured under the three focus areas of the new strategy. First, collective efforts must be directed towards enhancing the volunteer experience, including improving accessibility and inclusion. Second, a more comprehensive understanding of the value of volunteering to Australian communities and society is needed, which enables volunteering to be better recognised and supported. Third, the right policy conditions, infrastructure, and support need to be in place to maximise the impact of volunteering.

"The National Strategy for Volunteering is the blueprint for how we will create a future in which volunteering can continue to be a rewarding experience for those who volunteer and for those in our community who benefit from it."

"We know the Strategy will not provide all the answers to the problems we face, but it will provide expert guidance to face these challenges head on."

The Volunteering in Australia research, undertaken as part of the National Strategy project, confirms findings from official data sources that the rate of formal volunteering in Australia continues to decline. Volunteering has not recovered to pre-COVID rates and combined with the current cost-of-living crisis, the importance of implementing the National Strategy for Volunteering cannot be understated.

"We are at a formative time in Australia's history. Volunteering has always been part of Australia's cultural and social fabric; however, we cannot take volunteering for granted. The National Strategy for Volunteering is a vital piece of national policy infrastructure. Without a concerted effort to share accountability for implementation, the future of volunteering is not assured," said Mr Pearce.

"Together, we imagined a powerful future for volunteering. Now we need to work together to make that future a reality."

#### The National Strategy for Volunteering can be downloaded from volunteeringstrategy.org.au.

# MANAGER'S REPORT

To say that's another year down is an understatement; it's been a year of ups and downs from a service that was reduced to 15hrs of service delivery to the public from previously a full time service has had its challenges to say the least. We as a group had worked really hard to ensure that we can continue to service the volunteering needs of the Peel region with some great outcomes in 2023 /2024 financial year. After that who knows we are still fighting the fight with our funders, but at this point all we can do is state our case and hope that they will see the worth in our services to this community. We held a consultation workshop for the National Volunteering Strategy with Sarah Wilson (National Strategy Director) attending the workshop as the facilitator to hear what the Mandurah and surrounding community considered relevant information to the research. As, you will see in the rest of my report it's been a busy year with an even busier one to come.

I need to say a very special thank you and appreciation to Nicole Blackwell our Administration Assistant for her commitment to PVRC and her support to me and our very valuable volunteers Jen, Cheryl, Leta, Julie and Julie B our service just couldn't operate without you all giving of your time and talents, Thank you.



## 2022 Alcoa Peel Volunteer of the Year Awards

The 16<sup>th</sup> Annual Awards, were held at Mandurah Offshore Fishing and Sailing Club. Thank you to Mr David Templeman MLA Member for Mandurah who was our MC for the day. We do appreciate all the support and your time that you give to us at PVRC and to these awards and the community.

The quality of the nominations was of a very high standard this year. We strongly urge people to look at their youth volunteers and nominate them for this year's award. The morning was a huge success and I thank all the people that took the time to nominate a volunteer or an organisation.

The **Peel Volunteer of the Year Award** supported by the City of Mandurah was won by **Ms Coral Richards**; Coral is a Volunteer with Money Mentors and has been a board member for 16 years or most of that time she has held executive positions including secretary and chair. She has been the secretary of the board for many years. Coral is a very active member on the board and has often volunteered on sub-committees on various projects. The secretary role is often the hardest and she has diligently served



the board in this capacity. Coral's reach is way beyond her role with Money Mentors. Coral is also heavily involved with Uniting Outreach Mandurah (UOM). UOM was formed in 2008. Coral has held executive positions and is the current treasurer and has been a member since UOM was inaugurated. Coral is a key member of the management team that is responsible for ensuring emergency relief assistance is provided to the needy in the region. The demand for help from the homeless and those that struggle to pay day by day bills are on the increase. Coral is also the Chair of Mandurah Uniting Church and has been a council member for about 20 years. As a part of her work with UOM, Coral instigated a bread run which has continued for over 13 years. Once a week she picks up unsold bread from a bakery, and delivers it local families in need, particularly in the Coodanup area.

Coral has also been volunteering with Winjan Aboriginal Corporation (Winjan) for many years. Coral has been involved with Winjan since 2014 and a voting member of the board since 2015. Coral has been an integral member of the board, and her support has seen the organization grow and thrive. A highlight of this was in 2021, when Coral helped Winjan achieve deductable gift recipient, tax deductibility status.

Coral has volunteered her time in for too many community groups and organisations to list here, but they include: Mandurah Murray Arts Council (12 years), Mandurah Performing Arts Centre (6 years), Peel Preservation Group Executive (16 years) and Koolbardies Talking Group (17 years).

It would be difficult to truly ascertain the many benefits Corals' tireless efforts have afforded the Peel Community. Certainly, from an organizational point of view (Money Mentors), I doubt the organization would still exist without her contributions. Her work with Uniting Outreach Mandurah, ensures that many of the most vulnerable people in Mandurah are fed, get vital supplies (Food, clothes, furniture) and are cared for. Her work within the Aboriginal community has been enormous. She has mentored emerging leaders, supported many in crises, nurtured them through grief. Her contribution has seen Winjan Aboriginal Corporation emerge through very difficult circumstances to become a thriving organization. It would be difficult to find a part of life within the region that hasn't been influenced in some way, through Coral's contribution. Whether it be business, the social sector, the arts, the environment or culture, Coral has worked so hard to make the region stronger.



The **Peel Youth Volunteer of the Year** supported by the Shire of Murray was won **Mr Andrew Seaman**; Andrew joined the Emergency Service Cadets (ESCC) Corps in 2018 and since then he has displayed a maturity beyond his years, displayed a high level of reliability, happy, dedicated and held in high regard by his peers. Andrew has developed exceptional skills in leadership and works well in a team environment helping where required, including mentoring. During this period Andrew

inspired other cadets.

In early 2020 Andrew joined the Murray Bush Fire Brigade where he commenced training in firefighting skills and all the associated skills including Rural/Urban interface strategies, crew protection, deluge systems and communications.

Later in 2020 Andrew also moved up from the Emergency Service Cadets to the Mandurah State Emergency Service, whilst still being an active Firefighter at the Murray Brigade. As an emergency responder with the SES, Andrew has picked up the skills and fully qualified in many of the required skills such as Storm damage, Rescue from Heights, General rescue, Land Search and AIIMS.

During these times Andrew completed the smooth transition into the Mandurah State Emergency Service and the Murray Fire Brigade from the Emergency Service Cadets. As a volunteer he has proven to be a skilled first responder in rescue and firefighting. Andrew's mature, reliable, and calm attitude has served him well on many operational callouts since joining the SES and Bush Fire Brigade.

In addition to this Andrew was accepted into the Police Force as a cadet and graduated mid-year. He is attached to the Rockingham Police and has many hours on the frontline in both the Mandurah and Rockingham areas.

Andrew is highly respected by his peers who are impressed with his leadership qualities, ability to quickly learn and apply new skills as well as his caring and happy nature. We have found Andrew is resilient, remains calm in times of pressure, quietly spoken, and is very determined to make a difference in the emergency services and the local community and we are sure this will carry over to his policing role.



The **Peel Community Group of the Year** supported by the Shire of Waroona. This was won by **The Compassionate Friends Mandurah**; TCF Mandurah provide a range of support services to bereaved parents, siblings, and grandparents throughout WA. For over 20 years TCF has been providing grief support to families in the Peel region and beyond on the death of a child or children, of any age, by any cause. The Compassionate Friends has no religious or political

affiliation and is a worldwide organisation with a branch in Mandurah run by volunteers, which aims to support families with the grief following the death of a child.

They are run by volunteers and bereaved parents that are further along in their grief and wish to help others who have suffered this tragedy. Although everybody's grief is different it helps to talk to someone who has had this tragedy happen to them. They WON"T say, "I know how you feel" as no one can, but they will say "I don't know exactly what you are feeling but this is how I felt when my child died". They raise funds by holding events, charity drives and from the support and donation of their members and outside bodies.

#### National Volunteer Week 2023

We started the week with a Steps to Volunteering Session in the Pinjarra Library this was well attended with some outstanding conversation over morning tea, thanks to the Shire of Murray Library staff for inviting me to deliver this session. Tuesday saw me in Waroona at an Interagency Meeting celebrating our Valuable Volunteers in the Peel region and then in the afternoon at Lakelands Library delivering another Steps to Volunteering session with our special guest Karen from Ed Connect a small group but some very keen participants to join Ed Connect so a great outcome.



Wow and we are only halfway through the week, on Wednesday Friends of Mandurah Performing Arts supported by the MPAC and PVRC again delivered an exceptional luncheon for their volunteers and other community groups volunteers. Thursday, I had a 1hr interview with IPL radio highlighting the benefits of Volunteering to the community. IPL radio is Perth's fastest growing community radio station dedicated to promoting positive Health and Wellbeing. Nicole held an afternoon tea for the Uniting Outreach Volunteers to say thank you.

And then Thursday evening the PVRC board members, Nicole and I headed off to the WA Volunteer of the Year Awards held at Crown Casino. What a fabulous night it was with me being completely overwhelmed by winning the WA Excellence in Volunteer Management Awards





Once again, the Lakelands Shopping Centre and Peel Volunteer Centre partnered to deliver an outstanding Volunteer Expo. Held on Friday 19<sup>th</sup> May 2023 what a way to finish the week of celebrations. With 25 organisations and community groups participating. We had IPL radio

attend and streaming live from the event, they interviewed organisations and gave them an opportunity to publicise their organisation. The groups had over 200 volunteer inquiries over the event. We had entertainment to open the event by the Madora Bay Primary School Choir and Minister Davi



open the event by the Madora Bay Primary School Choir and Minister David Templeman member for Mandurah officially opened the event, as always supporting the local Mandurah community.

#### Training & Development

Training numbers have been very low this year with several courses cancelled due to low registrations. This is a little disappointing, however the feedback is that our member organisations are so busy delivering their own services they just don't have the time, we know how that feels. These were the workshops that we delivered.

- Conversations about suicide
- Retention & Onboarding of Volunteers
- Volunteer Managers Meeting x 2
- Engaging with Disability
- Creating inclusive spaces for Young People with a Disability
- Governance Being part of a NFP Board
- Managing difficult conversations

#### **RYDE Mandurah**

PVRC continues to partner with the City of Mandurah and 25 local youth service providers to deliver the Regional Youth Driver Education program (RYDE). We currently have 10 mentors and we are still actively recruiting. David Lloyd one of our original mentors has successfully completed 246 sessions, what a great achievement. David was a finalist in last year's 2022 Volunteer of the Year. Congratulations David.



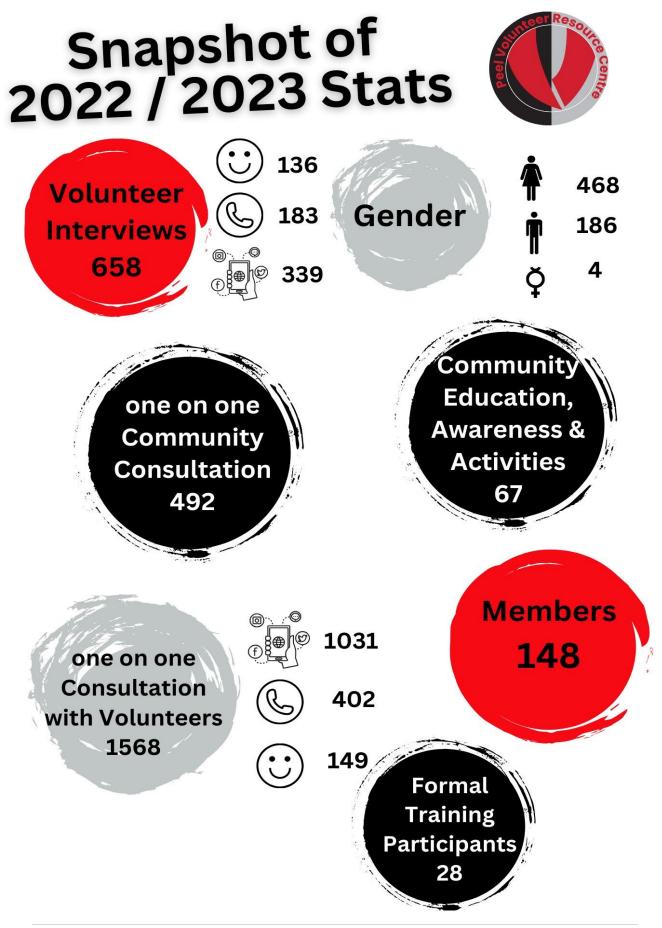
Peel Volunteer Resource Centre has built strong relationships and partnerships in the Peel Region and Rockingham and I would like to personally thank them individually:

- Department of Social Services
- City of Mandurah
- Shire of Murray
- Shire of Waroona
- Our 155 Member Organisations
- Department of Communities
- Volunteering WA
- Alcoa Australia
- Youth Services City of Mandurah

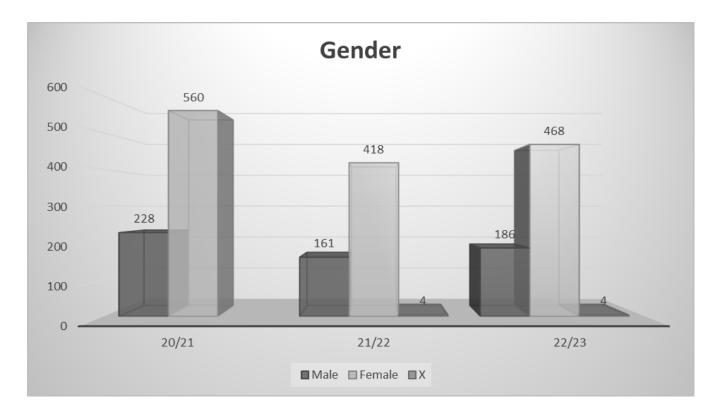
I would like to thank PVRC's Board of Management, our volunteers, and our staff for their ongoing support of Peel Volunteer Resource Centre.

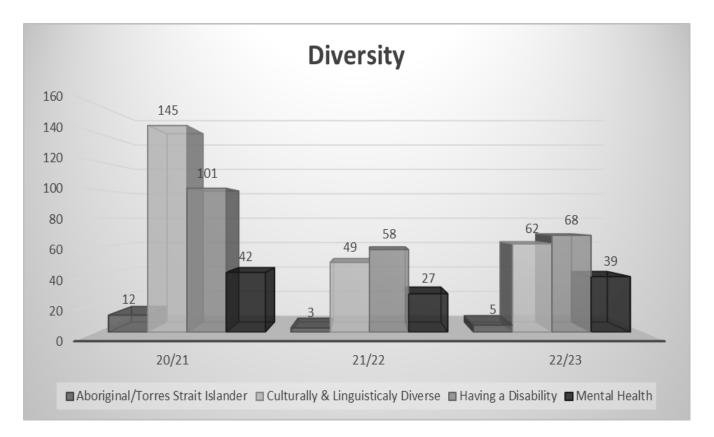
Vicki Pollard

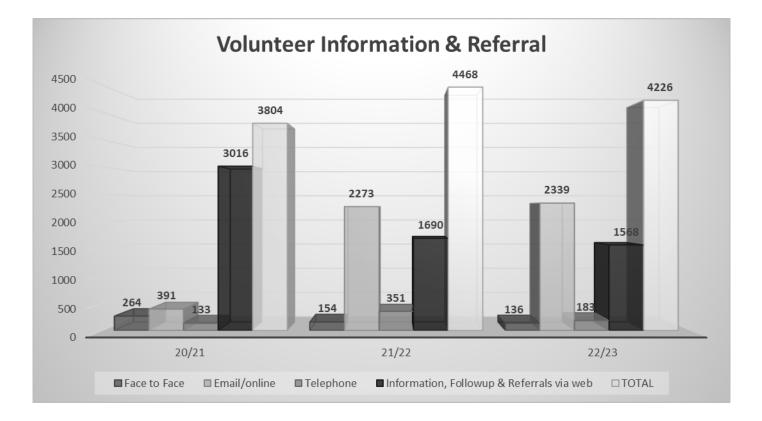
Manager

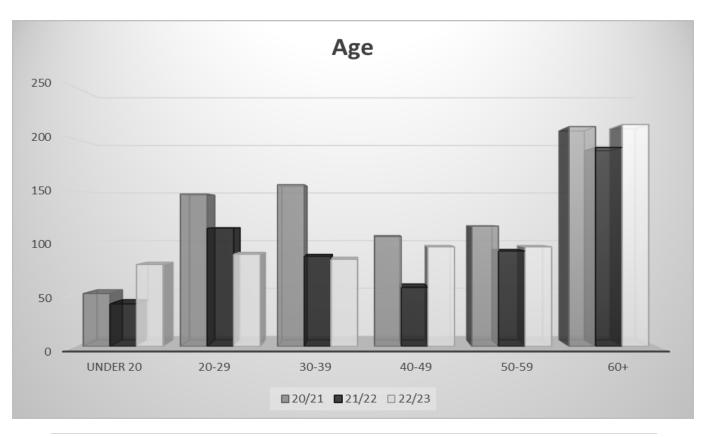


# STATISTICS









## **Auditor Report**



#### INDEPENDENT AUDIT REVIEW

#### FOR THE MEMBERS OF PEEL VOLUNTEER RESOURCE CENTRE INC.

#### Scope

I have reviewed the attached financial statements, being a special purpose financial report of Peel Volunteer Resource Centre Inc. for the year ended 30th June 2023. The association's committee are responsible for the financial report and the committee have determined that the accounting policies that are appropriate to meet the needs of members and also the Associations Constitution. I have conducted an independent review of record keeping practices and carried out basic audit procedures on the financials in order to express an opinion on them to the members of the association. No Opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

The treasurer's report has been prepared to distribute to members of the association so as to fulfill the reporting requirements under the Associations Incorporations Act. We disclaim any assumption of responsibility for any reliance on this review or on the treasurer's report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

My review has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the treasurer's report is free of material misstatement. The procedure included the evaluation of accounting policies and significant accounting estimates, examination, on a test basis, of evidence supporting the amounts and other disclosures in the treasurer's report. These procedures have been undertaken to form an opinion whether, in all material respects, the inflow & outflows and bank balances are presented fairly in accordance with accounting policies so as to present a view which is consistent with our understanding of the Association's financial position, the results of its operations and its cash flows.

The review opinion expressed in this report has been formed on the above basis.



Moroney & Associates | 26 Dower St, Mandurah, WA, 6210 | (08) 9587 0170

#### Audit Opinion

In our opinion, we can conclude that the financial report attached represent the true and fair financial position of Peel Volunteer Resource Centre Inc. as at 30th June 2023 and the results of its operations and its cash flows for the year then ended.

-Po 4

Mitchell Moroney M.Com, FIPA, FFA, NTAA, AFAIM, MAICD

Director

16<sup>th</sup> October 2023



Moroney & Associates 26 Dower St, Mandurah, WA, 6210 (08) 9587 0170

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#### Peel Volunteer Resource Centre Inc.

**Balance Sheet** 

As of June 2023

Suite 12 Latterles House 7 Anzac Place MANDURAH WA 6210 ABN: 13 382 113 021 Email: manager@peelvolunteer.org.au

	Email: mana	geræpeervolui	iteer.org.au
			1
\$111,354.58			
\$78,930.83			
\$673.65			
	\$190,959.06		
	\$27.50		
\$583.00			
	\$583.00		
		\$191,569.56	
	\$33,491.62		
		\$33,491.62	
\$36,781.81			
	\$36,781.81		
		\$36,781.81	
			\$261,842.9
\$9,415.03			
-\$3,075.83			
	\$6,338.67		
\$1,130.00			
	\$1,130.00		
	\$39,625.00		
	\$1,800.00		
	\$26,629.78		
	\$500.00		
	\$1,182.82		
		\$77,206.27	
	\$38,243.67		
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This report includes Year-End Adjustments.

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Created: 16/08/2023 7:29 AM	Peel Volunteer Resource Ce	ntre Inc. Lotteries House
Profit & Loss Statement		7 Anzac Place
		URAH WA 6210
July 2022 To June 2023	ABN: 13 Email: manager@peelvolu	382 113 021
		inceer.org.au
		the shines
Income		
City of Mandurah	\$4,000.00	
Dept of Communities (VDS)	- \$70,895.48	
Fee for Service Grants	\$34,306.40	
Special Events	\$5,000.00 \$7,000.00	
DSS - SARC Funding (OotBV)	\$5,000.00	
Volunteering WA (BtC)	\$53,440.00	
Donations	\$92.25	
Total Income		\$179,734.13
Total Cost of Sales		\$0.00
Gross Profit		\$179,734.13
Expenses		
Advertising & Marketing	\$5,672.08	
Bank Fees	\$24.53 \$551.58	
Board Expenses RYDE	\$351.56 \$15.45	
Computer & Internet	\$5,285.46	
Consumables/Petty Cash	\$238.43	
Dues & Subscriptions	\$3,722.91	
Furniture & Equipment	\$771.33	
Insurance	\$3,679.30	
Legal & Accounting	\$600.00	
Misc	\$769.00	
Photocopying/Printing Postage (Shipping	\$1,511.37	
Postage / Shipping Rent	\$41.27 \$13,726.04	
Special Event Costs	\$4,880.82	
Staff Training & Expenses	\$416.00	
Stationary	\$17.88	
Volunteer Training & Expenses	\$836.17	
Workshop Costs	\$3,944.29	
Employment Expenses		
Leave Loading	\$627.08	
Wages & Salaries	\$117,246.42 \$1,866.12	
Workers' Compensation Superannuation	\$1,000.12	
Consultants	\$5.000.00	
Total Employment Expenses	\$136,997.94	
Vehicle Expenses		
Travel, Mileage & Parking	\$368.96	
Fuel	\$791.99	
Car payments	\$2,279.58	
Total Vehicle Expenses	\$3,440.53	
Total Expenses		\$187,142.38
Operating Profit		-\$7,408.25
Other Income		
Interest Income Dept of Communities Grant 23/24	\$668.45 \$25,000.00	
Grants other	\$1,123.13	
	\$1,123.13	

This report includes Year-End Adjustments.

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## Profit & Loss Statement

#### Peel Volunteer Resource Centre Inc. Suite 12 Lotteries House 7 Anzec Place MANDURAH WA 6210

July 2022 To June 2023

ABN: 13 382 113 021 Email: manager@peelvolunteer.org.au

FBT Vehicle	\$1,190.00
DSS SARC	\$45,000.00
otal Other Income	\$72,981.58
otal Other Expenses	\$0.00
et Profit/(Loss)	\$65,573.33

This report includes Year-End Adjustments.

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# **Contact Details**

Address:	Suite 12, Lotteries House
	7 Anzac place
	MANDURAH WA 6210

Telephone: 9581 1187

Email:

volunteering@peelvolunteer.org.au manager@peelvolunteer.org.au

Website: <u>www.peelvolunteer.org.au</u>

## Funded by:



Government of Western Australia Department of Communities



Australian Government Department of Social Service

## Supported by:







