



# CULTURE CARE WA INC 2022-2023 ANNUAL REPORT



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# Acknowledgements

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## Partners and funding bodies:

Culture Care WA Inc (**CCWA**) extends its gratitude to the following (listed in alphabetical order) for their financial and other (in kind) support and assistance

Association for Services to Torture and Trauma Survivors  
Australian Red Cross  
BreastScreen WA,  
City of Armadale  
City of Canning  
City of Gosnells  
Department of Social Services  
E-Safety Commissioner  
Food Bank  
ISHAR  
Metropolitan Multicultural Resources Centre  
RAC  
Royal Life Saving WA  
TransPerth  
Umbrella Multicultural Community Agency  
WA Department of Health – Roll Up for WA  
WA Fire and Emergency Services  
WA Police

The management committee extends its thanks and appreciation to all individual and organisations that have participated in our projects and program. We also would like to thank our dedicated volunteers and the support of our CCWA members, both Life Members and Ordinary Members.

# CCWA Constitutional Objectives

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To be a charity with the purpose of advancing the social welfare of individuals and families that speak English as their second language and/or are from a non-English speaking background by bringing about positive social change.

- Assisting with finding employment and otherwise settling in Australia
- To supply care services and family support to improve family relationship wellness
- Preserving cultural traditions by encouraging the descendants of migrant families to continue practising their own culture, traditions and languages
- Improve understanding and respect within Australia's diverse society and increase our proud international standing as a multicultural and multilingual nation
- Promoting reconciliation and mutual respect and tolerance for, and social inclusion of, people who speak English as their second language and those who come from a non-English speaking background, so that they can fully participate in all aspects of life in Australia without fear of discrimination
- Promoting and protecting human rights by acting as an advocate for people from non-English speaking background to exercise their rights and responsibilities, as well as access to eligible services and benefits in Australia

# CCWA Management Committee

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The name of the Executive Committee Members as at 30 June 2023 were as below:

Chairperson	Dr Lee Lee Tan
Senior Vice Chairperson	Dr Alex Chong
Secretary	Ms Elvie Yap
Assistant Secretary	Ms Chin Liew
Treasurer	Ms Miranda Ho
Assistant Treasurer	Ms Jenny Jin
Committee Members	Ms Shenjeet Kaur Gill-Sekhon 'Shen' Ms Ke Xiou Tan

# Chairperson Message

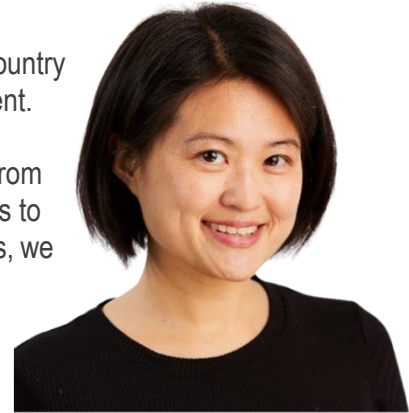
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Dear members,

I want to begin by acknowledging the Traditional Owners of Country throughout Australia. We pay our respects to Elders past and present.

2023 has been a busy year for our Culture Care WA team. Apart from fulfilling our commitments to delivering various community programs to non-English speaking and English as second language communities, we continuously apply for new funding to expand Culture Care.

Between July 2022 and June 2023, we organised a series of community health safety talks, school holiday programs for children, physical activities such as Yoga, Tai Chi, Self-Defence sessions for adults and seniors, produced a series of bilingual print and video resources as a community education program incentive. We also provided various training programs, for instance, the food safety workshop, to assist migrant women in finding casual employment within the Culture Care Canteen service.



Thank you to our past and present committee members who contributed their precious time and effort in supporting Culture Care and contributing their expertise uniquely. Without the contribution of our committee members and dedicated volunteers, it is impossible to fulfil our commitments to our funding bodies and community members.

We are very grateful and fortunate to receive support from various local governments, including the City of Armadale and Canning, for their continuous enthusiastic support.

Our highlight event for this year was the Children's Marketplace. It was both an educational and fun event for families, an exceptional opportunity for children to showcase their entrepreneurial spirit while contributing to a greener planet.

In addition to our major services, such as cultural and health promotion, family support and capacity building, we are committed to contributing to environmental sustainability.

We prioritise your needs and strive to continue working with our valued members and volunteers for continuous improvement.

May all be well, have a safe, peaceful and happy festive season and a fresh 2024 new year ahead.

**Chairperson**  
**Dr Lee Lee Tan**

# Secretary's Report

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Between July 2022 and June 2023, was a productive 12 months period for a newly established community organisation like us, the Culture Care WA. We were granted multiple grants successfully, established a new service such as Culture Care Canteen, recruited over 50 volunteers and almost 100 life members. Culture Care WA also has successfully registered by the Australian Charities and Not-for-profits Commission as of 1 January 2023, it enabled us to be entitled for tax concession.

In addition to running cultural activities at Local governments events, we also applied community grants from local governments such as the City of Gosnells, City of Canning and City of Armadale.

A variety of community activities and programs were introduced and implemented for the benefits of our community members. These programs including “Smiling mind, Shining Life” and Culture Care Canteen projects that were partly supported by the City of Gosnells; Community Safety Education Program that was funded by the City of Armadale, as well as multiple community activities such as school holiday programs and 2023 Multicultural Wellness Expo partially supported by the City of Canning.

Through the support of these funding, we have established connections with multiple government agencies, bilingual health practitioners, cultural activity providers, health organisations and other community organisations. These contacts are useful resources for further collaboration for our future programs.

In addition to these financial support from local governments, we also managed to secured Tangney Volunteer Grants Programme 2022 at the amount of \$2500 to provide First Aid Training to our volunteers, as well as Tangney Stronger Community Grants- Round 8 at the amount of \$20000 for Culture Care WA to purchase a food trailer for our Culture Care Canteen service.

During these 12 months periods, we have actively promoting our programs and activities through our online marketing channels of the Culture Care WA, including our website, Facebook page, Instagram, YouTube, LinkedIn, as well as using Mailchimp to disseminate information to members and community via our e-newsletter. In addition to these media channels, we also successfully registered WeChat official account for our Mandarin speaking communities.

The four major focus of our services are cultural promotion, capacity building, support services and health promotion.

## 1. Cultural Promotion

- a) It was the 2nd year that we took part in the City of Gosnells Fusion Festival which was held on the 11th and 12th November 2022. Culture Care WA was the first community organisation that promote Chinese cultural activities in the Global Village section of this award-winning event since it was first held.

- b) On 22 January 2023 and 23 January 2023, Culture Care WA was invited to run cultural activities at a Lunar New Year event organised by the City of Gosnells and City of Canning's Library team respectively.
- c) In addition to running cultural activities, we also collected up to 40 Lunar New Year related artworks from various day school and weekend schools' that offer Chinese learning curriculum. Some of these artworks were displayed at the City of Canning' s Cannington Leisureplex' s library.
- d) During the Harmony week in March, we also ran cultural activities for City of Canning' s Global Street event and City of Gosnells' s Colour Run event.
- e) In June 2023, Culture Care WA was invited by the City of Gosnells to run its inaugural World Plate event, to introduce some cultural food to the local and multicultural community members who interested in Asian food.

## **2. Capacity Building**

- a) With the community grant from the City of Gosnells, we managed to set up the Culture Care Canteen service and provided training to 17 attendees from migrant backgrounds on 22 & 29 July 2022. An Australian registered training organisation, Australian Professional Skills Institute (APSI) was engaged to provide the training. Some of these trained participants is currently being employed as Culture Care Canteen' s casual staff providing food services.
- b) Under the generous \$30,000 grant from the City of Armadale, Culture Care WA managed to run up to 10 community education programs including Home Security, Food Safety, Fire Safety, Water Safety, First Aid training, Preparation for Emergency community education talks. In addition, our community members also able to access free training for self-defence and swimming lessons. 11 community safety education videos in English-Mandarin and English Punjabi were produced and uploaded on Youtube for public access. Massive collaboration between Culture Care WA and other government agencies and charity and not-for profit organisation were established. These organisations including WA Police, WA Fire and Emergency services, TransPerth, Australian Red Cross, Food Bank, RAC, Royal Life Saving WA, E-Safety Commissioner and etc. Over 500 community members were benefited from these range of community education talk, lessons and produced resources.

## **3. Support services**

- a) For this 12-month period, we have received up to six enquiries for babysitting services, unfortunately none of our trained independent service providers were able to assist due to the required time frame and location distance.
- b) Instead of providing individual support, we introduced children activities run by qualified provider, Lil Wonders at our program such as "Smiling Mind, Shining Life" . It gave relief for women with young children to take part in mental health workshop while their children at safe hand.
- c) In addition, we also run drop in School Holiday program for Schooling children twice during these 12 months, for education purpose and relief for parents during the school holiday.



#### 4. Health Promotion

- a) Between September and November 2022, we received Mental Health Initiative funding from the City of Gosnells and WA Primary Health Alliance for 10-sessions meet up activities, for the benefit of community mental health. We invited two registered psychologists, facilitator from Relationship Australia (WA Branch) etc conducted community education talk. In addition, provided tai chi, yoga, children activities to relieve parents and grandparents who took part in the community talk and physical activities.
- b) A two-day Multicultural Health Expo was held on 21 and 22 October at the Hillview Intercultural Community Centre. The City of Canning and VaccinationWA, a government agency supported the major costs for this event. BreastScreen WA, ISHAR, Umbrella multicultural community agency were some of the stall holders provided health information in multi-languages. Health professionals such as general practitioner, registered Dietitian, physiotherapist etc were invited to provide community education talk. Students from the Redcliffe Primary, dancers from Vietnamese Women group and Thai language and Cultural Centre also performed at the event.

On behalf of the Culture Care WA, I would like to extend our gratitude for the valuable time of our volunteers, community members, funding bodies and partnered organisation for their supports and contributions.

**Secretary  
Elvie Yap**

# Treasurer's Report

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Dear Members,

I am pleased to present the Treasurer's Report for Culture Care WA Inc. for the year ended 30 June 2023. This report highlights our financial performance and key points from the Profit and Loss Statement and Balance Sheet.

## Objectives

This report covers the period from 1 July 2022 to 30 June 2023 ("the Period") and has been prepared for the following objectives:

1. Report on the financial performance of Culture Care for the Period.
2. Comply with the requirements for an incorporated association to hold its annual general meeting under the Associations Incorporation Act 2015.

## Profit and Loss Statement

The Profit and Loss Statement for 2023 shows a significant improvement in our financial performance compared to the previous year. Here are some key highlights:

### Trading Income

- In 2023, we reported total trading income of \$6,773.55, a significant increase from the previous year, which had trading income of \$610.00. This growth can be attributed to the successful sales from our Culture Care Canteen.

### Gross Profit

- Our gross profit for the year was \$6,773.55, reflecting our successful operations and prudent financial management.

### Other Income

- Our other income for the year amounted to \$61,150.00, a substantial increase compared to \$20,801.00 in 2022. Notable contributions came from Partnership Funding from various organizations, mostly from local and federal governments' grants, demonstrating our commitment to community engagement.
- The most significant five (5) income are as follows:

No.	Name of Project	Amount
1	City of Armadale – Social Priorities Service 2022/2023	\$30,000.00
2	City Of Gosnells – Smiling Mind Shining Life	\$9,090.91
3	Covid 19 Vaccination Community Funding Program	\$5,150.00
4	City of Gosnells – Culture Care Canteen Project	\$4,000.00
5	2022 Mandarin Immersion School Holiday Program	\$3,076.39
	<b>Total Amount</b>	<b>\$51,317.30</b>

- Please refer to the attached Profit and Loss Statements for details of other remaining income.

## Operating Expenses

- Our total operating expenses for the year were \$63,209.11, reflecting an increase compared to the previous year. These expenses were necessary to support our community events and operations.
- The allocation and utilization of these funds were in accordance with the grant application requirements. We ensured that all expenses were prudently managed within the pre-approved budgets.
- Please see below the six (6) most significant expenses which are not related to partnership funding projects.

No.	Name of Expense	Amount
1	Wages & Salaries – Culture Care Canteen Staff	\$3,115.54
2	Public liability insurance	\$1,316.00
3	Subscriptions	\$859.71
4	Printing & stationery	\$341.26
5	Government & ASIC fee	\$330.16
6	Superannuation – Culture Care Canteen Staff	\$327.14
	<b>Total Amount</b>	<b>\$6,289.81</b>

## Net Profit

- We achieved a net profit of \$4,714.44 in 2023, a significant improvement from the previous year's loss of \$3,740.45. This positive outcome can be attributed to our prudent financial management and the successful execution of community events.

## Membership Growth

- During the year, we welcomed 22 new life members and 3 new ordinary members, showing that our organization continues to grow and attract community support. As of 30 June 2023, we have 90 Life Members and 9 Ordinary Members.

## Unidentified Deposit

- A deposit of \$30.00 was made into our Bankwest account, assumed to be for a life membership fee. However, no application form was received. This amount has been recorded as an "unidentified deposit" in our accounts.

## Balance Sheet

The Balance Sheet as of 30 June 2023 shows a substantial improvement in our financial position:

### Assets

- Our bank balance increased to \$9,816.83, indicating improved cash management.
- Fixed assets remained stable, with a small depreciation expense.

### Liabilities

- Our total liabilities for the year were \$8,842.84, with current liabilities at \$3,868.84, which include GST and PAYG Withholdings Payable and non-current liabilities at \$4,974.00, which represent a loan owed to Elvie Yap.

### **Loan Repayment to Elvie**

- During the financial year 2023, Culture Care WA Inc repaid \$3,271.00 to Elvie, reducing the outstanding loan balance. We expect to fully pay off the loan from Elvie before financial year 2025, which will further strengthen our financial position.

### **Net Assets and Equity**

- Our net assets for the year were \$973.99, marking a significant improvement from a negative net asset position in the previous year. This underscores our positive financial performance and financial stability.

### **Conclusion**

In conclusion, Culture Care WA Inc. has had a successful year in 2023. We have achieved strong financial results, demonstrated by our increased income and a return to profitability. This success is largely attributed to the support of our members and the effective execution of our community events and projects.

We would like to thank our members, sponsors, and partners for their ongoing support, which has enabled us to make a positive impact on the community. We look forward to continuing our mission and further growing our organization in the coming year.

If you have any questions or need further details on the financial report, please feel free to reach out to us. We will be happy to provide any additional information you may require.

**Treasurer  
Miranda Ho**



## Financial Report 2022-2023

## Profit and Loss

For the year ended 30 June 2023

Account	2023	2022
<b>Trading Income</b>		
Sales	0.00	610.00
Sales - Culture Care Canteen	6,773.55	0.00
<b>Total Trading Income</b>	<b>6,773.55</b>	<b>610.00</b>
<b>Gross Profit</b>		
	<b>6,773.55</b>	<b>610.00</b>
<b>Other Income</b>		
Culture Care Hosted Community Events - 2022 Mandarin Immersion School Holiday Program	3,076.39	0.00
Culture Care Hosted Community Events - 2022 Multicultural Wellness Expo	2,240.00	0.00
Culture Care Hosted Community Events - School Holiday Soccer Training (Kelmscott)	181.80	0.00
Life Membership Fee	660.00	2,040.00
Ordinary Membership Fee	30.00	60.00
Partnership Funding - ASeTTS Heath Talks Series 2022	0.00	5,000.00
Partnership Funding - City of Armadale - CNY Activities 2022	0.00	200.00
Partnership Funding - City of Armadale - Social Priorities Services 2022/2023	30,000.00	0.00
Partnership Funding - City of Belmont - Cultural Activities (Calligraphy Workshop) 2022	0.00	500.00
Partnership Funding - City of Canning - School Holiday Project (Apr 2023)	800.00	0.00
Partnership Funding - City of Canning - Small Grant Application re 2022 Multicultural Wellness Expo	500.00	0.00
Partnership Funding - City of Canning - Women Help Women Project (Feb-Mar 2022)	0.00	7,801.00
Partnership Funding - City of Gosnells - 2023 Harmony Market stall	300.00	0.00
Partnership Funding - City of Gosnells - CNY Performance 2022	0.00	800.00
Partnership Funding - City of Gosnells - CNY Performance 2023	1,136.36	0.00
Partnership Funding - City of Gosnells - Culture Care Canteen	4,000.00	4,000.00
Partnership Funding - City of Gosnells - Fusion Festival 2021	0.00	400.00
Partnership Funding - City of Gosnells - Fusion Festival 2022	727.27	0.00
Partnership Funding - City of Gosnells - Smiling Mind Shining Life (10 Sessions) 2022	9,090.91	0.00
Partnership Funding - City of Gosnells - World on a plate	727.27	0.00
Partnership Funding - Covid 19 Vaccination Community Funding Program 2022	5,150.00	0.00
Partnership Funding - Department of Social Services (Volunteer Grants Activity)	2,500.00	0.00
Unidentified Deposit	30.00	0.00
<b>Total Other Income</b>	<b>61,150.00</b>	<b>20,801.00</b>
<b>Operating Expenses</b>		
2022 Mandarin Immersion School Holiday Program	2,876.96	0.00
2022 Multicultural Wellness Expo	764.86	0.00
Bank Fees	10.58	0.00
Community Event Expenses - ASeTTS Heath Talks Series 2022	0.00	5,000.00
Community Event Expenses - City of Armadale - CNY Activities 2022	0.00	100.00
Community Event Expenses - City of Armadale - Social Priorities Services 2022/2023	29,395.79	0.00
Community Event Expenses - City of Belmont - Cultural Activities (Calligraphy Workshop) 2022	0.00	250.00
Community Event Expenses - City of Canning - School Holiday Project (Apr 2023)	652.32	0.00
Community Event Expenses - City of Canning - Small Grant Application re 2022 Multicultural Wellness Expo	500.00	0.00
Community Event Expenses - City of Canning - Women Help Women Project (Feb-Mar 2022)	0.00	7,678.99
Community Event Expenses - City of Gosnells - CNY Performance 2022	0.00	470.00
Community Event Expenses - City of Gosnells - CNY Performance 2023	762.45	0.00
Community Event Expenses - City of Gosnells - Culture Care Canteen	4,741.02	4,288.77
Community Event Expenses - City of Gosnells - Fusion Festival 2021	0.00	370.93

Community Event Expenses - City of Gosnells - Fusion Festival 2022	460.00	0.00
Community Event Expenses - City of Gosnells - Harmony Market stall	191.90	0.00
Community Event Expenses - City of Gosnells - Smiling Mind Shining Life (10 sessions) 2022	10,532.29	0.00
Community Event Expenses - City of Gosnells - Welcome to the City of Gosnells	80.00	0.00
Community Event Expenses - City of Gosnells - World on a plate	335.08	0.00
Community Event Expenses - Covid 19 Vaccination Community Funding Program 2022	3,899.98	0.00
Community Event Expenses - General	70.07	300.00
Consulting & Accounting	0.00	2,100.00
Culture Care Canteen - Food, Kitchen & Other Supplies	861.82	0.00
Depreciation	162.27	2,500.00
General Expenses	11.00	0.00
Government & ASIC Fee	330.16	245.00
Insurance	1,316.00	1,564.80
Office Expenses	10.91	50.00
Printing & Stationery	341.26	0.00
School Holiday Soccer Training (Kelmscott)	600.00	0.00
Subscriptions	859.71	232.96
Superannuation	327.14	0.00
Wages and Salaries	3,115.54	0.00
<b>Total Operating Expenses</b>	<b>63,209.11</b>	<b>25,151.45</b>
<b>Net Profit</b>	<b>4,714.44</b>	<b>(3,740.45)</b>

## Balance Sheet

As at 30 June 2023

Account	30 Jun 2023	30 Jun 2022
<b>Assets</b>		
<b>Bank</b>		
BankWest - Culture Care WA	9,816.83	5,005.50
<b>Total Bank</b>	<b>9,816.83</b>	<b>5,005.50</b>
<b>Fixed Assets</b>		
Computer Equipment / Web Development	2,500.00	2,500.00
Less Accumulated Depreciation on Computer Equipment / Web Development	(2,500.00)	(2,500.00)
Less Accumulated Depreciation on Office Equipment	(162.27)	0.00
Office Equipment	162.27	0.00
<b>Total Fixed Assets</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Assets</b>	<b>9,816.83</b>	<b>5,005.50</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
GST	3,803.84	435.95
PAYG Withholdings Payable	65.00	0.00
<b>Total Current Liabilities</b>	<b>3,868.84</b>	<b>435.95</b>
<b>Non-current Liabilities</b>		
Loan from Elvie	4,974.00	8,310.00
<b>Total Non-current Liabilities</b>	<b>4,974.00</b>	<b>8,310.00</b>
<b>Total Liabilities</b>	<b>8,842.84</b>	<b>8,745.95</b>
<b>Net Assets</b>	<b>973.99</b>	<b>(3,740.45)</b>
<b>Equity</b>		
Current Year Earnings	4,714.44	(3,740.45)
Retained Earnings	(3,740.45)	0.00
<b>Total Equity</b>	<b>973.99</b>	<b>(3,740.45)</b>



## Statement of Cash Flows

For the year ended 30 June 2023

Account	2023	2022
<b>Operating Activities</b>		
Receipts from customers	7,481.70	660.00
Payments to suppliers and employees	(65,157.87)	(24,137.50)
Cash receipts from other operating activities	65,920.77	22,673.00
<b>Net Cash Flows from Operating Activities</b>	<b>8,244.60</b>	<b>(804.50)</b>
<b>Investing Activities</b>		
Proceeds from sale of property, plant and equipment	135.91	0.00
Payment for property, plant and equipment	(298.18)	(2,500.00)
<b>Net Cash Flows from Investing Activities</b>	<b>(162.27)</b>	<b>(2,500.00)</b>
<b>Financing Activities</b>		
Other cash items from financing activities	(3,271.00)	8,310.00
<b>Net Cash Flows from Financing Activities</b>	<b>(3,271.00)</b>	<b>8,310.00</b>
<b>Net Cash Flows</b>	<b>4,811.33</b>	<b>5,005.50</b>
<b>Cash and Cash Equivalents</b>		
Cash and cash equivalents at beginning of period	5,005.50	0.00
Net change in cash for period	4,811.33	5,005.50
Cash and cash equivalents at end of period	9,816.83	5,005.50

## Depreciation Schedule

For the year ended 30 June 2023

Name	Cost	Opening Value	Purchases	Disposals	Depreciation	Closing Value
<b>Computer Equipment / Web Development</b>						
Culture Care website design and development as per quote.						
Additional requirements as per below • Setup members area including user registration, profile, members resources • Integrate MailChimp newsletter subscription • Install and configure Google Trans	1,250.00	0.00	0.00	0.00	0.00	0.00
Design Fee for Culture Care WA Inc's official website	1,250.00	0.00	0.00	0.00	0.00	0.00
<b>Total Computer Equipment / Web Development</b>	<b>2,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Office Equipment</b>						
Zeller Terminal & Charger	162.27	0.00	162.27	0.00	162.27	0.00
<b>Total Office Equipment</b>	<b>162.27</b>	<b>0.00</b>	<b>162.27</b>	<b>0.00</b>	<b>162.27</b>	<b>0.00</b>
<b>Total</b>	<b>2,662.27</b>	<b>0.00</b>	<b>162.27</b>	<b>0.00</b>	<b>162.27</b>	<b>0.00</b>

### Notes to Financial Statements

1. Expenses are generally recognised when incurred.
2. Fixed assets are recorded at cost and depreciated in their full amount during the financial year.
3. Cash on hand includes cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.
4. Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the balance sheet.

