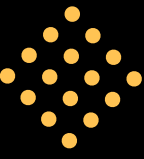




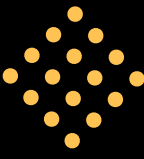
# 2022 - 2023

## Annual Report





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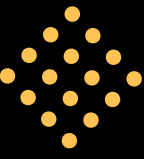
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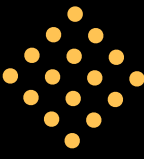
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# Vision & Mission

## Our Vision

To be a leader in providing specialist support for wheelchair users and people with other disabilities.

## Our Mission

Provision of high quality personalised support that empowers people with disabilities particularly wheelchair users and their families to discover possibilities and live an enriched life.

## Our Values



### Compassion

Compassion motivates people to go out of their way to help one another



### Integrity

Integrity is the quality of being honest and having strong moral principles, moral uprightness.



### Belief

Believe that you have the strength and ability to complete any task or achieve any goal.



### Enrichment

The act of making life fuller, more meaningful and rewarding.

# **Welcome to the Elba Annual General Meeting for 2022/2023**

This Annual Report provides comprehensive information on Elba Incorporated for the 2022/2023 financial year including an income & expense schedule. There is also a member services schedule detailing who has accessed disability support services funded by the Department of Communities, NDIS & the Insurance Commission of Western Australia.

The information generated provides objective data for accountability purposes and for long term planning and policy development.

Elba Incorporated works collaboratively with the disability sector to provide mentoring and support in efficient management of Disability Service Agencies. This area is improving with ongoing refinements.

In accordance with the Financial Institutions and Audit Act 1985 (Section 66), we hereby submit, for your information and presentation the Annual Report for Elba Incorporated for the financial year ending 30th June, 2023.

All of Elba's Members have the right to live in welcoming communities which make future friendships and social networks possible as well as having the right to community support and given the colloquial "Fair Go".

Elba has made a commitment to its Members and their families that they will be treated fairly with dignity, privacy and confidentiality.

We also commit to our funding bodies and the national standards.

Elba respects & values our members' cultural diversity and encourages their contribution to the agency at all times.

We would like to acknowledge that this meeting is being held on the traditional lands of the Noongar people.





**Elba Incorporated is a Not-For-Profit organisation established in 1990 that is operated by our Members for the benefit of our Members.**

**Elba was formed by a group of spinal cord injury patients who decided to create their own organisation, as at the time, their only option was to live at the Quadriplegic Centre in Shenton Park, Western Australia. They decided to assert their independence and establish an organisation where they were able to manage their own funding from the Commonwealth Government, which later transferred to the Disability Service Commission of Western Australia. Their goal was to live in their own homes with independence, dignity and choice of Support Workers/Carers.**

**Elba is an endorsed Service Provider for NDIS and Insurance Commission WA.**

**Our Members have a wide range of disabilities with approximate half being wheelchair users who predominantly have spinal cord injuries.**

**We provide support services to enable our Members to live in their own homes with independence and dignity. Our Human Resources team works in conjunction with each member to ensure a suitable support worker is employed for that individual. As each individual is unique our HR team strives to match personality, personal needs and care requirements with those of new support workers.**

**Elba is able to assist individuals with a wide variety of disabilities. We also support their families to establish a personalised, innovative, flexible and sustainable service model that provides you with total control over decision making, how resources are used and above all choice.**

# What We Do

At Elba, we believe it is all about you and what you require from us to help you achieve your life goals and be able to live the life you want. We believe each individual is different with their own different abilities. We work with you to achieve your desired outcomes.

## Choices in the way you use our services

- Self-Managed
- NDIA/Agency-Managed
- Plan-Managed

## Tailored Training

Provision of high quality personalised support that empowers people with disabilities particularly wheelchair users and their families to discover possibilities and live an enriched life.

## Our Services

- Plan Management
- Participate Community
- Household Tasks
- Daily Tasks/ Shared Living
- Assist-Travel/ Transport
- Assist- Personal Activities
- Assist Personal Activities High



# Disabilities We Support



Everyone is different so at Elba we work with each individual to create a Person Centred Plan which gets assessed and reviewed on an annual basis to ensure each person is achieving their goals to the best of their ability. Our support workers will play a significant role in helping you achieve your goals.

Elba provides services on a daily basis to empower our members to live independently in their own homes and achieve other desired goals. Below is a list of some of our current member's disabilities.

Quadriplegia , Paraplegia, Acquired Brain Injury (ABI) , Cognitive Impairment, Stroke, Diabetes, Cerebral Palsy (CP), Kennedy Disease/ Spinal Bulbar Muscular, Atrophy, Moyamoya disease, Ataxia-Telangiectasia (A-T), Subacute sclerosing , Panencephalitis (SSPE)  
Multiple Sclerosis (MS), Muscular Dystrophy (MD), Spina Bifida, Autism Spectrum, Progressive Supranuclear Palsy (PSP)

Elba is able to assist individuals with a wide variety of disabilities, we also support their families to establish a personalised, innovative, flexible and sustainable service model that provides them with total control over decision making, how resources are used and above, all choice.



## Elba Incorporated Annual General Meeting 2021 - 2022

MINUTES

28TH OF OCTOBER  
2022

2.00PM

Manning Community Centre

MEETING CALLED BY	Mark Pielage – Chairperson Elba Incorporated
TYPE OF MEETING	Annual General Meeting
FACILITATOR	Stefanie Gaglia
MINUTE TAKER	Stefanie Gaglia
TIMEKEEPER	Stefanie Gaglia
ATTENDEES	<p>Ray Bennett – Ray Bennett Management Consultant  Darren West- Member/ Vice chairperson  Shirley Cox- Member  Sinisa Strbac- Secretary  Michael Durk- Management Committee  Geoffrey Hemsley- Member  Timothy Cartledge and wife Ann- member  Barbara Beston- Support worker  Lisa Izadorski- Insurance  Jetro- FS Nurse  Aline De Souza Barbosa  Cornelia Tomey  Dorothee Etti-Nwiah  Gianluca Pederzoli  Kado Kado  Lisa McGrechan  Lolita Phillip  Marivic Angeles  Regiane Alves Da Silva</p> <p><b>Admin Staff:</b>  Stefanie Gaglia  Nicole Rankin  Chiara Offredi  Frances Burns</p>

	Stew Watson Dhruv Patel Rob Watson Yvette Bowyer
APOLOGIES	Ray Woolley- Auditor Mark Pielage-Member/ Chairperson Robert Divincenzo- Member Shane McGowan-Member Helen Grant- Member Diana Znidarich- Member Gavin Tremeer- Member Peter Davies- Member James Bond- member Mark Wynne- Member Sam Calimlin- Member Stephen Doney- Member Jack Wright- Member Eric Wallington- Affiliate Member Wayne Boullineau- Member Tony Mancini- Member Glenn Mistiades- Member Peter Clegg- Member Craig Press- Treasurer Barry Strother- management committee Greg Willmott- member Iliana Marinov – member James Bond- member Lynette White- member Paul Byl- member Paul Nagle- member Simon Royle- member

#### Agenda topics

5 MINUTES

OPENING OF MEETING

STEFANIE GAGLIA

DISCUSSION	Official Opening of Meeting
Introducing myself as the CEO and acknowledging the apologies.	
CONCLUSIONS	
Sin Strbac moved to accept the apologies	

Darren West second the move
-----------------------------

5 MINUTES	MINUTES	STEFANIE GAGLIA
-----------	---------	-----------------

DISCUSSION		
First Motion is to accept the AGM minutes for 2020-2021. Everyone was given time to peruse and read minutes and verify they were correct.		
CONCLUSIONS	There was no discussion from the previous meeting.	
Michael Durk moved to accept the minutes		
Sin Strbac seconded the move		
Minutes approved and accepted		
ACTION ITEMS	PERSON RESPONSIBLE	
2020-2021 AGM minutes accepted	Stefanie Gaglia	

10 MINUTES	CHAIRPERSONS REPORT	STEFANIE GAGLIA
------------	---------------------	-----------------

DISCUSSION	Was read out by Stefanie Gaglia on behalf of Mark Pielage	
Second Motion to accept the Chairperson's Report		
CONCLUSIONS		
Shirley Cox moved to accept the Chairperson's Report		
Darren West seconded the move		
Chairperson's Report Accepted		
ACTION ITEMS	PERSON RESPONSIBLE	
Chairperson Report	Stefanie Gaglia	

10 MINUTES	CEO REPORT	STEFANIE GAGLIA
------------	------------	-----------------

DISCUSSION	Was read out by Stefanie Gaglia
Third motion is to accept the CEO Report	
CONCLUSIONS	
Darren West moved to accept the report	
Michael Durk seconded the move	

CEO Report accepted		
ACTION ITEMS	PERSON RESPONSIBLE	
CEO Report	Stefanie Gaglia	

10 MINUTES                      TREASURES REPORT                      STEFANIE GAGLIA

DISCUSSION	Was read out by Stefanie Gaglia on behalf of Craig Press	
Fourth motion is to accept the Treasure's report		
CONCLUSIONS		
Sin Strbac moved to accept the report		
Shirley Cox seconded the move		
Treasures Report Accepted		
ACTION ITEMS	PERSON RESPONSIBLE	
Treasures Report accepted	Stefanie Gaglia	

5 MINUTES                      FINANCIAL REPORT                      STEFANIE GAGLIA

DISCUSSION	Everyone was given time to read the Financial Report and question it. Fifth Motion is to accept the Financial Report
CONCLUSIONS	There was no discussion from the Financial Report
Sin Strbac moved to accept the nomination	
Michael Durk seconded the move	
Financial Report Accepted	

10 MINUTES                      MANAGEMENT COMMITTEE NOMINATION                      Stefanie Gaglia

ACTION ITEMS	PERSON RESPONSIBLE	
As required by our constitution All management committee positions became vacant. As we had no opposing nominations this year, I would like to welcome.	Stefanie Gaglia	
<b>DISCUSSIONS</b>	I would like to Welcome back to the new board for 2022 -2023:  Mark Pielage – Chairperson/ accepted. Darren West- Vice chair/ accepted. Michael Durk- Treasurer/ accepted/ As Craig Press stepped down. Sinisa Strbac- SECRETARY/accepted. Barry Srother – Management Committee/ accepted. Greg Willmott- Management Committee/ accepted	

CONCLUSIONS	
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5 MINUTES

AUDITOR

Stefanie Gaglia

DISUSSION	Sixth Motion- The nominee for role of Auditor for 2022 -2023 is Ray Woolley	
CONCLUSIONS	Mr. Woolley was approached, and he is willing to be Elba's Auditor for 2022 - 2023	
Sin Strbac moved to accept the nomination		
Darren West seconded the move		
ACTION ITEMS		PERSON RESPONSIBLE
Ray Woolley has been accepted as Elba's auditor for 2022-2023		Chief Executive Officer
5 MINUTES	DISUSSION	STEFANIE GAGLIA
DISUSSION	No Discussion was had	
CONCLUSIONS		
2021-2022 AGM closed at 3pm		

RECORDER	Stefanie Gaglia	
SECRETARY	Sin Strbac	
SIGNED AS A TRUE AND CORRECT RECORD	<i>Stefanie Gaglia</i> Stefanie Gaglia Chief Executive Officer	<i>Sin Strbac</i> Sin Strbac Secretary



# Elba's Board of Management 2022-2023



## **Mark Pielage - Chairman**

Mark has been a member of Elba since 2006.



## **Darren West - Vice Chair**

Darren has been an Elba member since 2009.



## **Michael Durk - Treasurer**

Michael has been an Elba member since 2011.

# Elba's Board of Management 2022-2023



## **Sin Strbac - Secretary**

Sin joined Elba as an affiliate member in 2017.



## **Barry Strother - Committee**

Barry joined Elba as an affiliate member in 2021.



## **Greg Willmott - Committee**

**Greg** has been an Elba member since 2010.



# Mark Pielage- Chairman Report

Welcome to our members, staff, support workers and guests here today for Elba's annual general meeting. I would like to start by acknowledging the passing of a loved Elba member, Glenn Mistiades. My deepest condolences and thoughts go out to his family and his support team.

I have been the Chairperson of Elba for 7 years now. So much has changed in the industry since my first year as chairman, we have faced many difficulties in the last few years, but I am pleased to say we have adapted, which has allowed us to continue providing our members with quality care.

It seems like we have now overcome the shortage of workers that challenged the sector during the last couple of years, which has been a breath of fresh air and enabled us to include new skilled support workers into our team.

On that note I'd like to welcome our new support workers, in the hope of seeing them growing within Elba and spreading our values in the community, and to also thank our existing support workers for another year of outstanding support to our members. We are proud that many of our support workers stay in Elba for a long time, which highlights the good working conditions and the positive working environment we offer.

As always, Elba's main focus remain working alongside the members to provide high quality care, in line with their personal decisions and choices.

I would like to thank and acknowledge the following people who have given us such great support over the past year; their support and/or advice has proven invaluable to us in navigating through the past year with the success that we have had.

NDIS

Lisa Izydorski - Insurance

Westpac - Booragoon Branch

Mr Ray Woolley - Ray Woolley Pty Ltd

Mr Ray Bennett - Business Consultant / Bennett Consulting

I would also like to acknowledge the contribution made by our administration team:

Stefanie Gaglia -CEO

Yvette Bowyer & Faustina Onn- Roster Coordinator

Nicole Rankin- Operations Coordinator

Chiara Offredi -Officer Administrator

Dhruv Patel- Accounts Coordinator

Frances Burns- HR/ Training Coordinator

Jetro Gangata- Registered Nurse

Stew Watson -Maintenance

Rob Watson -Marketing

Finally, I'd like to thank my fellow board members for their continued support throughout the year and for taking time out of their schedules to offer their guidance and support to Elba.

I hope everybody have a good time today and I look forward to keep offering my time and experience to Elba for a better future for everyone involved.

Mark Pielage

Chairman Elba Board of Management



# Stefanie Gaglia – Chief Executive Officer

Elba has a great legacy on which we continue to build, with the commitment of our Members and dedication of our employees this helps to drive our organisation forward. We can all be rightfully proud of the work that Elba has done and the people we have helped since 1991.

2022/23 financial year marks Elba's 32nd AGM, I have had the privilege to be a part of this great organisation for the past 14 years. In this time, I have seen many changes within the sector, seen many members & workers come and go, however my motto has never changed, to lead by example and hopefully that will inspire others to follow. My role as CEO is challenging but also very rewarding and a great learning experience daily.

With the current financial market heading towards a potential recession, sustainability continues to be a significant focus for Elba and our Board – it is important for the long-term success of our business and reflects the responsibility we have to our members and employees.

Over the past year we were able to offer all our part time contracted support workers a 10% additional pay rise in line with the SCHADS awards rates we had in place. This was achievable through a one-off payment we received from the NDIS alongside a stronger previous financial year. We believe our support workers form an integral part of Elba and as such we took a step towards rewarding them for all their hard yards.

Last year with the impact of COVID, securing workers from overseas students was our number one priority, however now we have multiple workers seeking out to join Elba due to our good working conditions.

We have reduced the size of our head office by half, allowing us to be able to cut down on our overheads for the preparations to move forward with our plans with our new build.

We continue to embed sustainability across Elba through our business practices, culture, and risk framework, we are also committed to building a diverse and inclusive workforce.



Last year we introduced a custom-made game called Elba pursuit, for the sole purpose of making learning fun and interactive for our support workers. We all know every company needs policies and procedures and we also know they can be boring to read or understand. This has been a great success, as it has allowed our support workers to understand our policies better while bouncing ideas or concerns off each other at the same time.



I am very proud of the wider team we have at Elba – it is heartening, yet not surprising that our people have remained so dedicated to supporting our members, their commitment reflects the strong sense of purpose and values-based culture that is embedded across our business.

Every year I say how lucky we are to have our members on the Board to help guide us to be the unique organisation that we are today, so once again thank you for the past 12 months.

I would also like to thank my team for another year of great work:

- Chiara- Office Administrator
  - Nicole- Operations Coordinator
  - Frances- HR & Training Coordinator
  - Tina – After hours Roster Coordinator
  - Yvette – Roster Coordinator
  - Dhruv- Accounts
  - Stew- Maintenance
  - Rob- Marketing and Fundraising
- Jetro our registered nurse is our latest addition to the team, he has years of knowledge under his belt regarding bowel, catheter, wound, autonomic dysreflexia and providing training. Jetro is highly regarded and we are lucky to have him. Jetro undertakes the supervision of our support workers who provide high acuity care and trains our new support workers who join our team.



A special thank you to our long term associated supports:

- Ray Woolley- Auditor
- Ray Bennett- Business Consultant
- Lisa Izydorski -CC Insurance

- All the companies we have teamed up with in the past 12 months.
- To our members and their families

I would also like to take a moment now to remember Glenn Mistiades who passed away and to pass on our deepest sympathy to his family.

I am pleased to present to you our FY2022-2023 Annual Report. I encourage you to look through the booklet and look forward to working with you all again over the next 12 months.

Stefanie Gaglia  
Chief Executive Officer





# Michael Duck – Treasurer Report

I'd like to welcome everyone to the Elba's Annual General Meeting 2022-2023.

I have been a member with Ebla since 2011, and have held different positions on the Board over the years, I took the role of treasurer last year, after Craig decided to stepped down.

I'm pleased to say that Elba's financial position remains stable.

I'd like to thank our CEO Stefanie, our Accounts Coordinator Dhruv, and the rest of the admin team for another successful year.

Dhruv is implementing important changes to our accounts department so that Elba stays up to date and follows all the requirements of NDIS and the SCHADS award.

Thank you for the support of NDIS and DSOA, without which we could not reach our goal of providing good quality care to people with disabilities in our community.

I would also like to acknowledge the dedication and support offered by Mr Ray Woolley, we are very grateful for your assistance.

Appreciation goes also to all Elba's support workers, thank you for another year of giving your best to care for our members.

To the other board members, thank you for your service and guidance.

I now present our financial reports.

Michael Durk  
Treasurer]

# **ELBA INCORPORATED**

## **FINANCIAL STATEMENTS**

**For the year ended 30 June 2023**

**Ray Woolley Pty Ltd  
6 Tees Court  
Mindarie  
WA 6030**

**ELBA INCORPORATED  
FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2023  
BOARD'S  
REPORT**

Your board members submit the financial report of Elba Incorporated (the Incorporation) for the financial year ended 30 June 2023.

**Board Members**

The names of board members throughout the year and at the date of this report are:

Mark Pielage	Darren West
Sinisa Strbac	Michael Durk
Barry Strother	Greg Willmott (appointed October 2022)
Craig Press (resigned October 2022)	

**Principal Activities**

To provide high level personalised care for people with all types of disabilities. With specialist skill and knowledge derived from over 30 years of care working with spinal cord injuries and wheelchair users.

**Significant Changes**

No significant change in the nature of these activities occurred during the year.

**Operating Result**

The surplus after providing for income tax for the 2023 financial year amounted to \$149,160.82

Signed in accordance with a resolution of the members of the board.

*Mark Pielage*

.....  
Mark Pielage – Chair

*Michael Durk*

.....  
Michael Durk - Treasurer

Dated this 17th day of July 2023

**ELBA INCORPORATED****INCOME STATEMENT****For the year ended 30 June 2023**

	<b>30/06/2023</b>	<b>30/06/2022</b>
	<b>\$</b>	<b>\$</b>
<b>INCOME</b>		
NDIA	4,109,948.68	3,957,967.02
NDIA One off Grant	111,384.97	0.00
COS Funding	329,270.78	433,121.39
Lotterywest	623.04	267.02
Profit on Sale of Fixed Assets	0.00	19,325.83
Other Income	10,644.67	238.20
Interest Received	20,243.03	1,265.82
<b>TOTAL INCOME</b>	<b>4,582,115.17</b>	<b>4,412,165.28</b>
<b>EXPENDITURE</b>		
Advertising	10,819.31	1,126.33
Audit & Accountancy	7,000.00	7,825.00
AGM Expenses	2,044.81	1,826.83
Bad Debts	0.00	6,246.95
Computer Expenses	22,703.31	17,839.61
Consultancy Fees	6,317.50	7,000.00
Depreciation	6,668.94	2,568.57
Dues & Subscriptions	22,321.90	9,303.73
Electricity	5,869.74	5,725.52
Fees & Registrations	349.07	279.90
Hire & Rent of Equipment	6,317.31	2,851.27
Insurance	99,023.96	89,958.52
Internet	2,323.69	2,334.82
NDIS Expenses	630,341.32	339,989.97
Postage & Shipping	208.18	196.36
Printing & Stationery	2,283.58	5,365.10
Rates and Water	0.00	3,176.81
Rental Property Expenses	129,742.72	150,909.20
Repaid DSC Funding	0.00	0.00
Repairs & Maintenance	4,919.08	1,128.59
Security Expenses	7,118.46	6,489.47
Staff Training	6,165.97	121.00
Sundry Expenses	11,256.84	23,160.48
Superannuation	334,424.54	313,768.53
Telephone	5,515.49	8,921.02
Vehicle Expenses	2,715.11	3,904.05
Wages & Salaries	3,106,503.52	3,089,291.02
<b>TOTAL EXPENDITURE</b>	<b>4,432,954.35</b>	<b>4,101,308.65</b>
<b>DEFICIT / SURPLUS FOR THE YEAR</b>	<b>\$149,160.82</b>	<b>\$310,876.63</b>

This statement should be read in conjunction with the accompanying notes.



**ELBA INCORPORATED**  
**BALANCE SHEET**  
**As at 30 June 2023**

	30/06/2023	30/06/2022
	\$	\$
<b>CURRENT ASSETS</b>		
Cash at Bank	1,970,295.88	1,876,710.33
Cash in Hand	237.41	788.64
Star Trust Account	400,000.00	400,000.00
Prepayments	175,603.97	176,947.90
Sundry Debtors	83,578.34	51,201.08
<b>TOTAL CURRENT ASSETS</b>	<b>2,629,715.60</b>	<b>2,505,647.93</b>
<b>NON - CURRENT ASSETS</b>		
Land & Buildings	1,686,797.31	1,682,597.31
Equipment	103,070.48	130,634.98
Acc: Depreciation	-94,253.60	-123,257.65
	8,816.88	7,377.33
Motor Vehicles	61,473.64	61,473.64
Acc: Depreciation	-61,473.64	-60,810.60
	0.00	663.04
<b>TOTAL NON - CURRENT ASSETS</b>	<b>1,695,614.19</b>	<b>1,690,637.68</b>
<b>TOTAL ASSETS</b>	<b>4,325,329.79</b>	<b>4,196,285.61</b>
<b>CURRENT LIABILITIES</b>		
Sundry Creditors & Accruals	147,105.24	117,130.71
GST Control Account	-7,052.33	-12,397.42
Deferred Income Lotterywest	0.00	623.04
Provision for Employee Entitlements	606,231.00	661,044.22
<b>TOTAL CURRENT LIABILITIES</b>	<b>746,283.91</b>	<b>766,400.55</b>
<b>TOTAL NET ASSETS</b>	<b>\$3,579,045.88</b>	<b>\$3,429,885.06</b>
Represented by:		
<b>ACCUMULATED FUNDS</b>		
Accumulated Fund Brought Forward	3,429,885.06	3,119,008.43
Deficit / Surplus for the Year	149,160.82	310,876.63
<b>TOTAL ACCUMULATED FUNDS</b>	<b>\$3,579,045.88</b>	<b>\$3,429,885.06</b>

**ELBA INCORPORATED**  
**CASH FLOW STATEMENT**  
**For the year ended 30 June 2023**

	<b>30/06/2023</b>	<b>30/06/2022</b>
	<b>\$</b>	<b>\$</b>
<b>Cash Flow from Operating Activities</b>		
Receipts from Grants, Donations etc	4,528,871.82	4,420,329.13
Interest Received	20,243.03	1,265.82
Payments to suppliers	-4,444,435.08	-4,086,030.96
<b>Net cash generated by operating activities</b>	<b>104,679.77</b>	<b>335,563.99</b>
<b>Cash flows from Investing activities:</b>		
Proceeds of Sale of Fixed assets	0.00	20,000.00
Fixed asset purchases	-11,645.45	-6,354.55
<b>Total Cash flows from investing activities:</b>	<b>-11,645.45</b>	<b>13,645.45</b>
<b>Net increase in cash held</b>	<b>93,034.32</b>	<b>349,209.44</b>
<b>Cash at the beginning of the year</b>	<b>1,877,498.97</b>	<b>1,528,289.53</b>
<b>Cash at end of the year</b>	<b>\$1,970,533.29</b>	<b>\$1,877,498.97</b>
Cash at Bank	1,970,285.88	1,876,710.33
Cash in Hand	237.41	788.64
	<b>\$1,970,533.29</b>	<b>\$1,877,498.97</b>
<b>Deficit / Surplus for the Year</b>	<b>149,160.82</b>	<b>310,876.63</b>
<b>Add back non - cashflows</b>		
Depreciation	6,668.94	2,568.57
Profit on Sale of Fixed Assets	0.00	-19,325.83
<b>Changes in Assets and Liabilities</b>		
Prepayments	1,343.93	-5,574.03
Sundry Debtors	-32,377.28	29,002.52
Sundry Creditors & Accruals	29,974.53	44,923.22
GST Control Account	5,345.09	-696.36
Deferred Income Lotterywest	-623.04	-267.02
Provision for Employee Entitlements	-54,813.22	-25,943.71
<b>Cashflows used in operating activities</b>	<b>\$104,679.77</b>	<b>\$335,563.99</b>

**ELBA INCORPORATED**  
**STATEMENT OF CHANGES IN EQUITY**  
**As at 30 June 2023**

	Accumulated Funds
	\$
Balance as at 30 June 2021	3,119,008.43
Surplus for the year	310,878.63
Balance as at 30 June 2022	<u>3,429,885.06</u>
Surplus for the year	149,160.82
Balance as at 30 June 2023	<u><u>\$3,579,045.88</u></u>

**ELBA INCORPORATED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2023**

**Financial Reporting Framework**

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the of the Associations Incorporation Act of WA, and the Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act 2012). The board has determined that the Incorporation is not a reporting entity as the users of the financial statements are able to obtain additional information to meet their needs.

**Statement of Compliance**

The financial report has been prepared in accordance with Associations Incorporation Act of WA, and the ACNC Act 2012, the basis of accounting specified by all Australian Accounting Standards and Interpretations, and the disclosure requirements of Accounting Standards AASB 101: *Presentation of Financial Statements*, AASB 107 *Statement of Cash Flows*, AASB 108: *Accounting Policies, Changes in Accounting Estimates and Errors*, AASB 1031: *Materiality* and AASB 1054: *Australian Additional Disclosures*.

Hence, the financial statements comply with all the recognition and measurement requirements in Australian Accounting Standards.

**Basis of Preparation**

The financial statements have been prepared on an accrual basis and are based on historical costs. They do not take into account changing money values or, except, where stated specifically, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of these financial statements.

**a. Income Tax**

The incorporation is exempt from Income Tax.

**b. Office Furniture and Equipment**

Equipment and Motor Vehicles are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all assets is depreciated over the useful lives of the assets to the incorporation commencing from the time the asset is held ready for use.

**c. Impairment of Assets**

At the end of each reporting period, the board reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised in the income and expenditure statement.

**d. Employee Benefits**

Provision is made for the incorporation's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled.

**e. Provisions**

Provisions are recognised when the incorporation has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**f. Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

**g. Accounts Receivable and Other Debtors**

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.



**ELBA INCORPORATED**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2023**

**h. Revenue and Other Income**

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

**Operating Grants, Donations and Bequests**

When the Incorporation receives operating grant revenue, donations or bequests, it assesses whether the contract is enforceable and has sufficiently specific performance obligations in accordance with AASB 15.

When both these conditions are satisfied, the Incorporation:

- identifies each performance obligation relating to the grant - recognises a contract liability for its obligations under the agreement
- recognises revenue as it satisfies its performance obligations.

Where the contract is not enforceable or does not have sufficiently specific performance obligations, the Incorporation:

- recognises the asset received in accordance with the recognition requirements of other applicable accounting standards
- recognises related amounts (being contributions by owners, lease liability, financial instruments, provisions, revenue or contract liability arising from a contract with a customer)
- recognises income immediately in profit or loss as the difference between the initial carrying amount of the asset and the related amount.

If a contract liability is recognised as a related amount above, the Incorporation recognises income in profit or loss when or as it satisfies its obligations under the contract.

**Capital Grant**

When the Incorporation receives a capital grant, it recognises a liability for the excess of the initial carrying amount of the financial asset received over any related amounts (being contributions by owners, lease liability, financial instruments, provisions, revenue or contract liability arising from a contract with a customer) recognised under other Australian Accounting Standards.

The Incorporation recognises income in profit or loss when or as the Incorporation satisfies its obligations under the terms of the grant.

**Interest Income**

Interest income is recognised using the effective interest method.

All revenue is stated net of the amount of goods and services tax.

**i. Goods and Services Tax (GST)**

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 statement of financial position.

**j. Financial Assets**

Investments in financial assets are initially recognised at cost, which includes transaction costs, and are subsequently measured at fair value, which is equivalent to their market bid price at the end of the reporting period. Movements in fair value are recognised through an equity reserve.

**k. Accounts Payable and Other Payables**

Accounts payable and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Incorporation during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.



**ELBA INCORPORATED  
ANNUAL STATEMENTS GIVE TRUE AND FAIR VIEW OF FINANCIAL POSITION AND  
PERFORMANCE OF INCORPORATED ASSOCIATION**

The board have determined that the incorporation is not a reporting entity.

The board certify that:

The attached statements give a true and fair view of the of the financial position and performance of Elba Incorporated during and the end of the financial year ending on 30 June 2023.

This statement is made in accordance with a resolution of the Board and is signed for and on behalf of the Board by:

*Mark Pielage*

Mark Pielage – Chair .....

*Michael Durk*

Michael Durk - Treasurer Treasurer .....

Dated this 17th day of July 2023

# **ELBA INCORPORATED**

## **INDEPENDENT AUDIT REPORT TO THE MEMBERS OF**

# **ELBA INCORPORATED**

### **Opinion**

We have audited the accompanying financial report, being a special purpose financial report, of Elba Incorporated (the incorporation), which comprises the board's report, the balance sheet and statement of changes to equity as at 30 June 2023, the income statement and the cash flow statement for the year then ended and notes comprising a summary of significant accounting policies and other explanatory information, and the statement by members of the board.

In our opinion, the financial report presents fairly, in all material respects, the financial position of Elba Incorporated as at 30 June 2023 and its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the requirements of the Associations Incorporation Act of WA, and the Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act 2012).

### **Basis of Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Incorporation in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

### **Emphasis of Matter – Basis of Accounting**

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the incorporation to meet the requirements of the Associations Incorporation Act of WA and the Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act 2012). As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

### **Board's Responsibility for the Financial Report**

The board of Elba Incorporated is responsible for the preparation of the financial report, and has determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the Associations Incorporation Act of WA and the Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act 2012) and is appropriate to meet the needs of the members. The board's responsibility also includes such internal control as the board determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the board is responsible for assessing the Incorporation's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the board either intends to liquidate the Incorporation or to cease operations, or has no realistic alternative but to do so.

### **Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Incorporation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the board.

**ELBA INCORPORATED**  
**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF**  
**ELBA INCORPORATED**

- Conclude on the appropriateness of the board's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Incorporation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Incorporation to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Ray Woolley Pty Ltd

Ray Woolley  
Registered Auditor No 16396  
17 July 2023

6 Tees Court  
Mindarie  
WA 6030





# Our Team

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## **Chiara Offredi - Office Administrator**

Hello everybody!

I would like to thank our valued Members and support workers for another year at Elba. Welcome to our new Members and to the new additions to our staff.

We now have a very cohesive and diversified group in the office, which makes our everyday tasks easier to manage.

I personally had a good working year, very rewarding and enjoyable.

I started working from home at the beginning of the year, while waiting for the birth of my baby boy (I couldn't fit in the car anymore lol).

Little man arrived early March, I have been taking some time off to get used to my new role as mum, and I am now back.

I am looking forward to continuing my professional growth with Elba in the following years to come. Wishing you all a healthy and happy year ahead



## **Frances Burns - HR & Training Coordinator**

2022 to 2023 has been another great year at Elba and firstly I would like to express my gratitude towards the amazing patient Members and dedicated support workers that we have, as they help Elba to grow and change within the NDIS framework.

The support worker of the year and recognition of service concept that we initiated has been well received with lots of positive feedback from both members and staff.

We have had an amazing and experienced Registered Nurse join the team and we together continue to further develop our on line learning tools. Jetro then goes out to undertake competency assessments of the support workers and to assist members when requested. The use of the NDS- platform has ceased as was our plan in 2022 so the costs associated in its use now pays for our support staff to undergo on line training which better suits their work/ family life obligations.

We have utilized the Fiona Stanley Hospital and Spinal Outreach service to undertake regular on line training.

The feedback from support workers about the new Team meeting concept has been extremely positive and with everyone in the head office contributing to the quiz questions we have found it a good opportunity for self reflection . The support workers are sent a list of dates and times and they choose 1 that fits with their schedules. The team meeting is facilitated by myself and will have Stef or Nicole also in attendance on occasions, this gives the support workers the opportunity to bring up other matters and receive immediate support and feedback.

Some of our support workers have been recommending new potential staff member's and this is partly because of the new Salary sacrifice opportunity.

Our induction and buddy shifts continue to assist the new support workers into their role.

We recently have had some support workers return to Elba which highlights the great company we are.

We all should feel proud of Elba as our mission statement provides us all with the focus and future path for Elba and ensures that the decision making is in the competent hands of the Board Members and the CEO- Stefanie Gaglia.

This will be my 4th AGM with Elba and I shall be back from annual leave on the 23rd of October and I look forward to chatting with you soon.



## **Yvette Bowyer - Roster Coordinator**

This last year has been full of variety within my job as a roster coordinator. Every day is a variety of different phone calls and emails.

The wonderful conversations I have with the members and support workers has been hugely rewarding.

We have an amazing and strong team of support workers going above and beyond their duties to help all our members, and I am truly grateful for their support.

The Elba office team is very supportive, and I have felt immense gratitude to be part of the team. Looking forward to seeing what the next year will bring!

# Our Team

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## **Dhruv Patel - Accounts Coordinator**

I'd like to start off by thanking each stakeholder of Elba Inc. This includes all our members, support workers, admin team, external consultants among others for all their hard work, efforts, and guidance towards achieving our company vision.

Over the past year we have managed to achieve a lot. A couple of the achievements include a streamlined payroll process which has helped us achieve low pay discrepancies ratio alongside the offering of salary packaging to support workers has allowed them to benefit on their taxes. For all those support workers currently not signed up for the salary packaging, I would encourage them to read up on its benefits and take advantage of it.

As we all know both the NDIS and SCHADS awards continuously get updated due to the growing sector, we at Elba Inc hope to capture all these changes in a timely manner and implement it into our systems and processes so that everyone at large benefit from it.

To conclude I'd like to thank Elba Inc for providing me with all the opportunities over the past year allowing me to make a positive contribution towards its growth. I'd also like to express my appreciation for the guidance and support provided by Stefanie. Your mentorship as our CEO has been incredibly helpful in helping me develop my skills both professionally and personally.



## **Nicole Rankin - Operations Administration**

Another year has flown by very quickly and it has been a good one. The team in the office are a pleasure to work with and make coming to work more enjoyable. The team meeting board game we have implemented has been a fun way to learn more about NDIS requirements, policies and procedures. We have had a lot of support workers come into the office this year for these meetings and it has been great to get to know you all.

My role as operations administrator involves various administrative tasks within the office . Working with the members to report on how they are going with their goals is one of my main roles .

It has been a pleasure working alongside our members to achieve this and I look forward to another year working with you all



## **Jetro Gangata - Registered Nurse**

I want to express my deep gratitude to all of you for being an exceptional group of individuals with whom I've had the pleasure of working. Despite the challenges that came with being a clinical support, having a team like you made everything seem effortless.

Your unwavering dedication and the remarkable job you do have continuously motivated me to keep pushing forward. I truly appreciate the warm welcome and unwavering support you have shown me since joining ELBA. To the support workers I've had the privilege of working with, your expertise, compassion, and sense of connection have been truly exemplary. With your hard work and commitment, I am confident that we will build upon our strengths and support each other with integrity and professionalism as we provide exceptional care to our members.

I also want to extend my heartfelt thanks to Stef and Frances and the whole team whose invaluable support has been instrumental in our success over the past year. It has been a pleasure getting to know each of you and even meeting some of our members at their homes.

I am genuinely excited about the prospect of working with all of you again in the coming year. Together, we share a common goal of passionately assisting people with disabilities. I am confident that, as a team, we will continue to make a positive impact in their lives. Thank you once again for being exceptional colleagues and friends.

# Our Team

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A portrait of Faustina Onn, a woman wearing a black hijab and a blue button-down shirt, smiling. The background is green foliage.


## Faustina Onn - Roster Coordinator

Working with Elba for about 1.5 years has been a wonderful experience for me. Constantly dealing with the many different experiences has made me grow so much over these years.

I am blessed to be surrounded by supportive colleagues and I want to thank our wonderful team for their hard work and dedication always. I am still learning something new each day and enjoy the many different conversations I have with everyone over the phone as an after hours roster coordinator.

Thank you all and I look forward to watching Elba grow and achieve so much more in the near future.

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A portrait of Stew Watson, a man with sunglasses on his head, wearing a light blue button-down shirt, smiling. The background is green foliage.

## Stew Watson- Maintenance

Another great year assisting our awesome members!

I'm loving the Assistive technology work. Thanks to Alexa, Google and Daz! To those members who haven't jumped on...Call Elba or myself to discuss your options...it really can be a life changer!

On the other hand, to those that have fruit trees that require netting - I will more than likely be too busy...😅 Though I am happy to assist with culling of the birds...! Jokes haha

I would like to acknowledge and congratulate the Elba admin team for their continued hard work and dedication in providing support and care to the members.

They have been challenged by obstacle after obstacle, the NDIS transition was epic and still consumes much of their precious time.

They then battled through the "Pandemic" having limited carers, new safety protocols etc. Along with dealing with "Not so dedicated" staff members, recruiting and training of new staff members, and of course the everyday stresses of office life.

Well done Stef, Frances, Yvette, Tina, Nicole, Dhruv and Chiara. 🌞

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## Rob Watson - Marketing

Another year has flown by!

Firstly, let's all thank Stef for her leadership skills and integrity that have helped Elba maintain the majority of its members through this transitional period (changes to NDIS policies).

From a personal perspective, I have been blessed working for Elba for the last five Years.

Although the marketing budget has been reduced considerably, I have continued to build Elba's online presence through Facebook and Instagram, as well as keeping up relations with all related disability groups on various platforms. I have also maintained and updated Elba's website, keeping it relevant and exposed on this forever changing space. The Transperth campaign that I coordinated had great success and was a lot of fun designing the visuals.

My condolences continue to go out to Tony Pantano's family for their loss of such an inspirational performer. Tony's sudden passing resulted in the cancellation of an event I had organised, which was anticipated to be the event of the year at the Perth Italian Club.

It is exciting to also be involved with the design process and future operations of the proposed 'New offices and pool-gym facilities' development in Hamilton Hill, which I believe, will take Elba to its new heights.

Thanks to all current Elba members for hanging in there through these changing times.



# Elba's Superhero of the Month Award

Oct 2022 - Oct 2023





# Team Meetings

We all know every company needs policies and procedures and we also know they can be boring to read and understand. That's way back in Aug 2022 Elba tried something different, using our new game we had created for our team meeting called Elba Pursuit.

We have now finished our first round of team meetings with our support workers, which we believe to have been successful. Whilst being a fun and interactive way for our support workers to learn.

"As we have a Duty of care to alert my supervisor of any foreseeable danger or hazard, medication requirement to record on the care master. It was a great meeting with game. Which developed our knowledge and known thing I did not know".



"I really liked the idea of refreshing important information through a board game. 100% useful, well done".



"The game was a brilliant idea".



*In Loving Memory of*



*Glenn Mistiades*

*The team at Elba Incorporated would like  
to express our deepest condolences to the  
Mistiades family for their loss.*





Australian Government  
Department of Health and Ageing

