

ANNUAL REPORT

2010/2011



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ABOUT *secca*

secca is a non-profit community organisation and was established in 1991 to assist families and individuals with disability.

Mission Statement

secca's mission is to provide a tailored, flexible and responsive service to people with disabilities, their family, carers and others around issues of sexuality, relationships and sexual health.

Statement of Purpose

secca exists to support people who have disabilities to learn about human relationships, sexuality and sexual health across the lifespan and make informed choices, acknowledging individual capacity, to enhance the quality of their lives.

STATEMENT OF VALUES

secca embraces the following values for ourselves and for the clients and community we serve:

- 1) **Rights Based**
- 2) **Respect, Equity and Equality**
- 3) **Engendering Trust and Mutually Respectful Relationships**
- 4) **Effecting Change/Making a Difference**
- 5) **Quality Practice**
- 6) **Accountability, Transparency and Integrity**
- 7) **Self Determination**
- 8) **Collaboration**
- 9) **Diversity**
- 10) **Social Justice**

KEY BELIEFS AND PRINCIPLES UNDERLYING *secca's* PRACTICE

secca endorses the principles that:

- All people are sexual beings; they begin to form relationships and have physical and psychological needs and desires from the time they are born; these needs and desires change over time from birth to death;
- The developing sexuality of an individual is an entity subject to life long change, continually and inevitably influenced by daily contact with persons of all ages and especially by contacts with peers, the family and other primary care givers, religion, other institutions and the wider society; and
- Sensitive human relations and sexuality education can be a positive force in promoting physical, mental, spiritual and social health. It should be geared to the three levels of learning: feelings, thoughts and action, and should begin as early as possible.

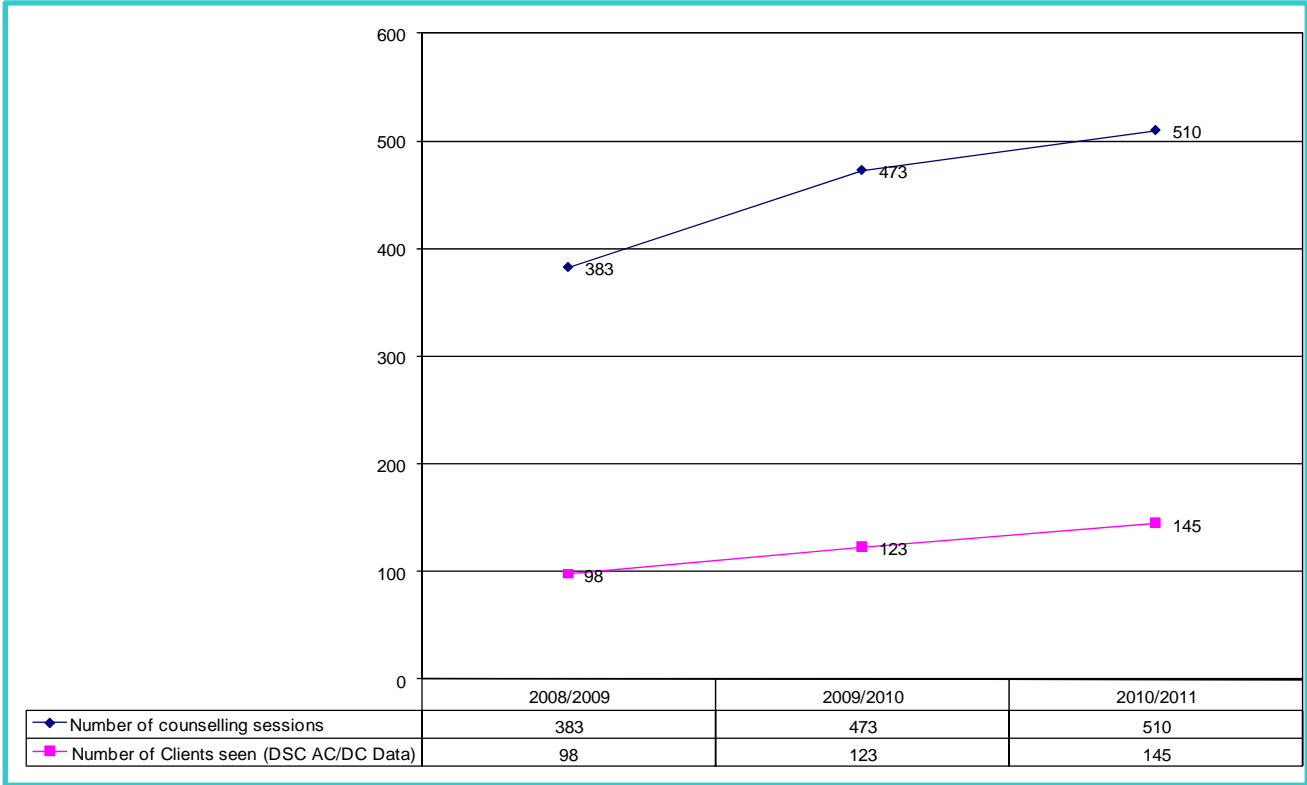
KEY BELIEFS AND PRINCIPLES UNDERLYING *secca's* PRACTICE

In this context **secca** believes that:

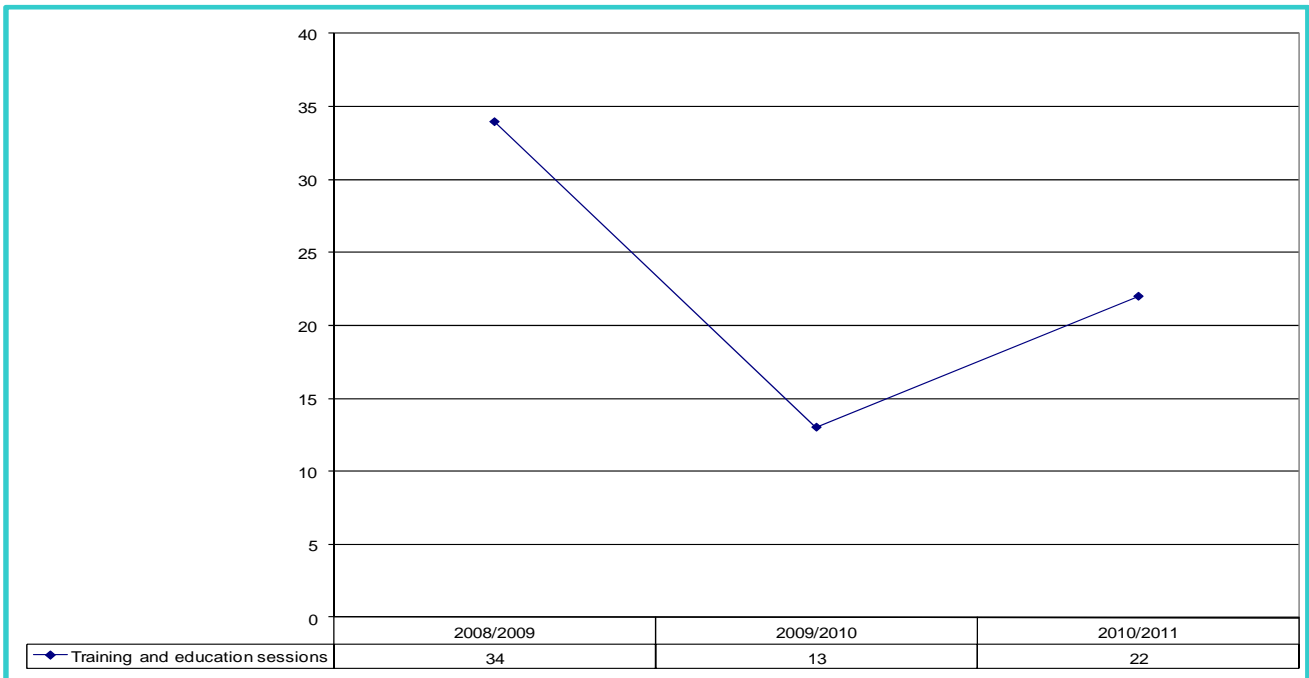
- All people have the right to live free of discrimination, regardless of their age, gender, sexual preference, marital status, ethnicity, religion or disability;
- Sensitive human relations and sexuality education can be a positive force in promoting physical, mental and social health;
- Human relations and sexuality education can be formal or informal;
- Everyone receives this education one way or another and all persons are informal human relations and sex educators whether or not they are aware of it;
- Formal education in the area of human relations and sexuality should be planned and implemented with careful attention and sensitivity to developmental needs, community and cultural settings and values and respect for individual differences;
- Education in responsible human relations and sexuality education is a basic right of every person;
- The primary source of knowledge, moral values and emotional support is the family. **secca** will support families to enable them to fulfil this role;
- People have the right to express their sexuality but not to hurt or violate the rights of others; and
- People have the right to honest and accurate information so they can make informed choices about their own sexual behaviour and sexual expression.

ANNUAL SERVICE SUMMARY 2010/2011

One to one counselling sessions

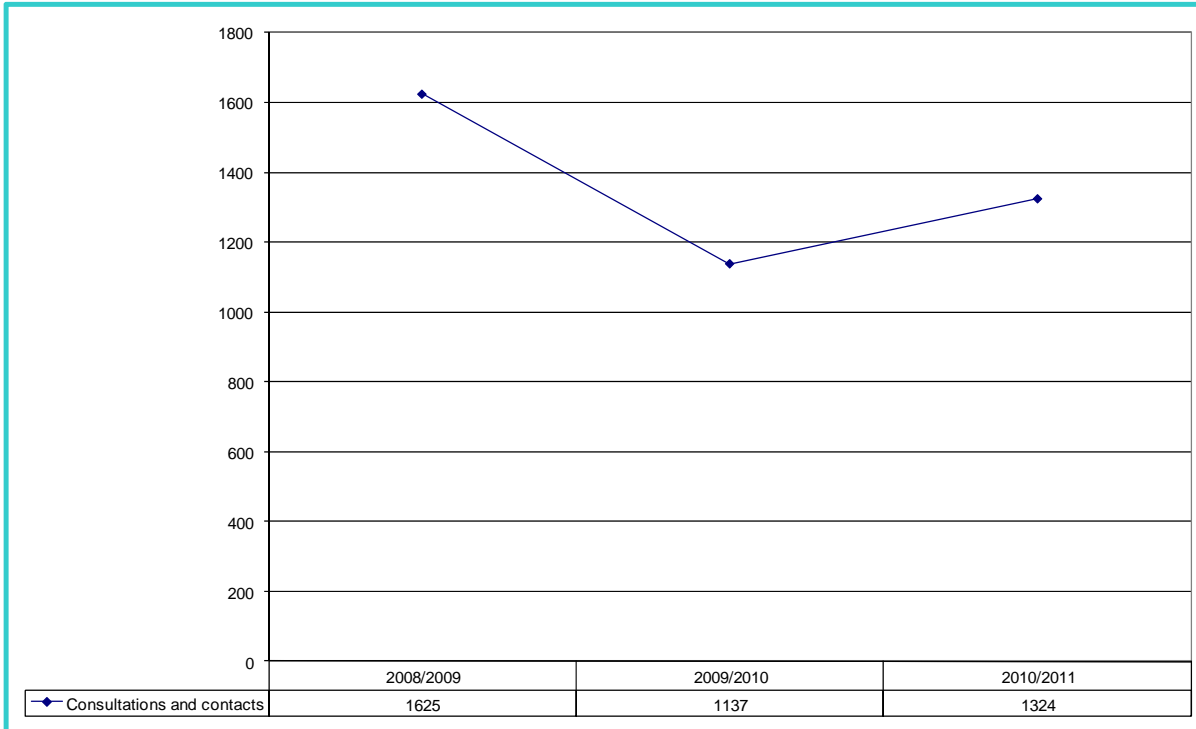


Professional and Community Training & Education including Seminars & Conferences



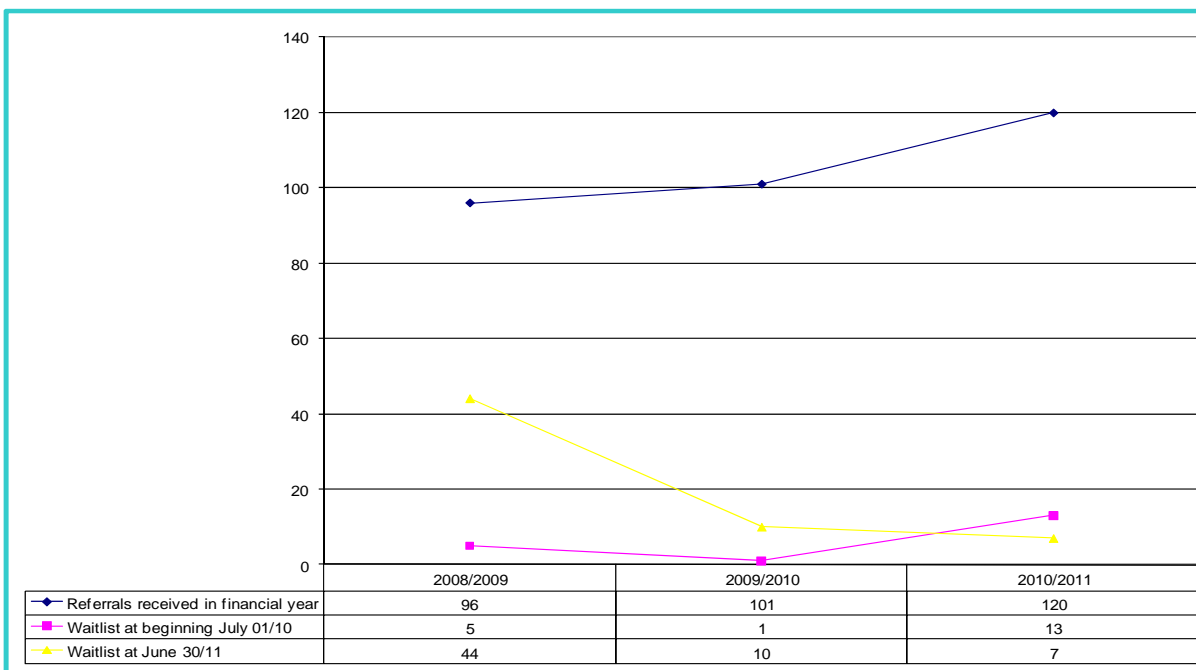
ANNUAL SERVICE SUMMARY 2010/2011

Consultations and Contacts



Referrals and Waitlist

Total clients seen for the 2010/2011 Financial Year = 145



AGE AND GENDER PROFILE OF CLIENTS SEEN DURING 2010/2011

Total Males = 92
Total Females = 53

Age in Years	Males		Females		Total	
	2009/2010	2010/2011	2009/2010	2010/2011	2009/2010	2010/2011
0 - 14	19	28	17	14	36	42
15 - 24	37	29	14	24	51	53
25 - 34	07	19	05	05	12	24
35 - 50	12	14	08	10	20	24
Over 50	01	02	03	00	04	02
Age Not Provided	NIL	NIL	NIL	NIL	NIL	NIL

Total clients seen for the 2010/2011 Financial Year = 145

TYPES OF DISABILITY OF CLIENTS SEEN DURING 2010/2011

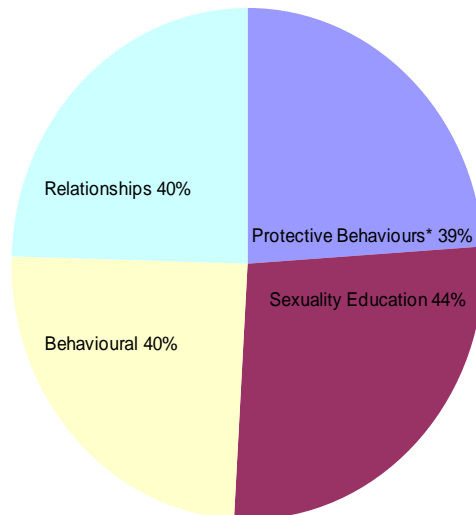
Client Issues	2008/2009	2009/2010	2010/2011
Intellectual	53	46	72
Cerebral Palsy	04	04	08
Epilepsy	04	03	08
Acquired Brain Injury	03	09	08
Down Syndrome	08	04	12
ADHD	07	08	09
Asperger's	10	08	03
Mental Health/Psychiatric	04	09	04
Autism	12	30	31
Learning Disability	12	22	10
Multiple Sclerosis	NIL	01	NIL
Physical Disability	03	04	NIL

(Clients may present with more than one disability)

PROFILE OF ISSUES ADDRESSED DURING COUNSELLING SESSIONS 2010/2011

Total clients seen for the 2010/2011 Financial Year = 145
Clients may present with more than one issue

Issues Addressed During Counselling Sessions 2010/2011



* Includes issues relating to sexual abuse/assault

BOARD OF MANAGEMENT

secca's Board of Management is comprised of individuals who have a specific interest in people with disability. The Board members act in a voluntary capacity. The Board is elected from the membership of **secca**. They continue to contribute their invaluable time, energy and vision to **secca**.

The Board of Management for 2010/2011 was as follows

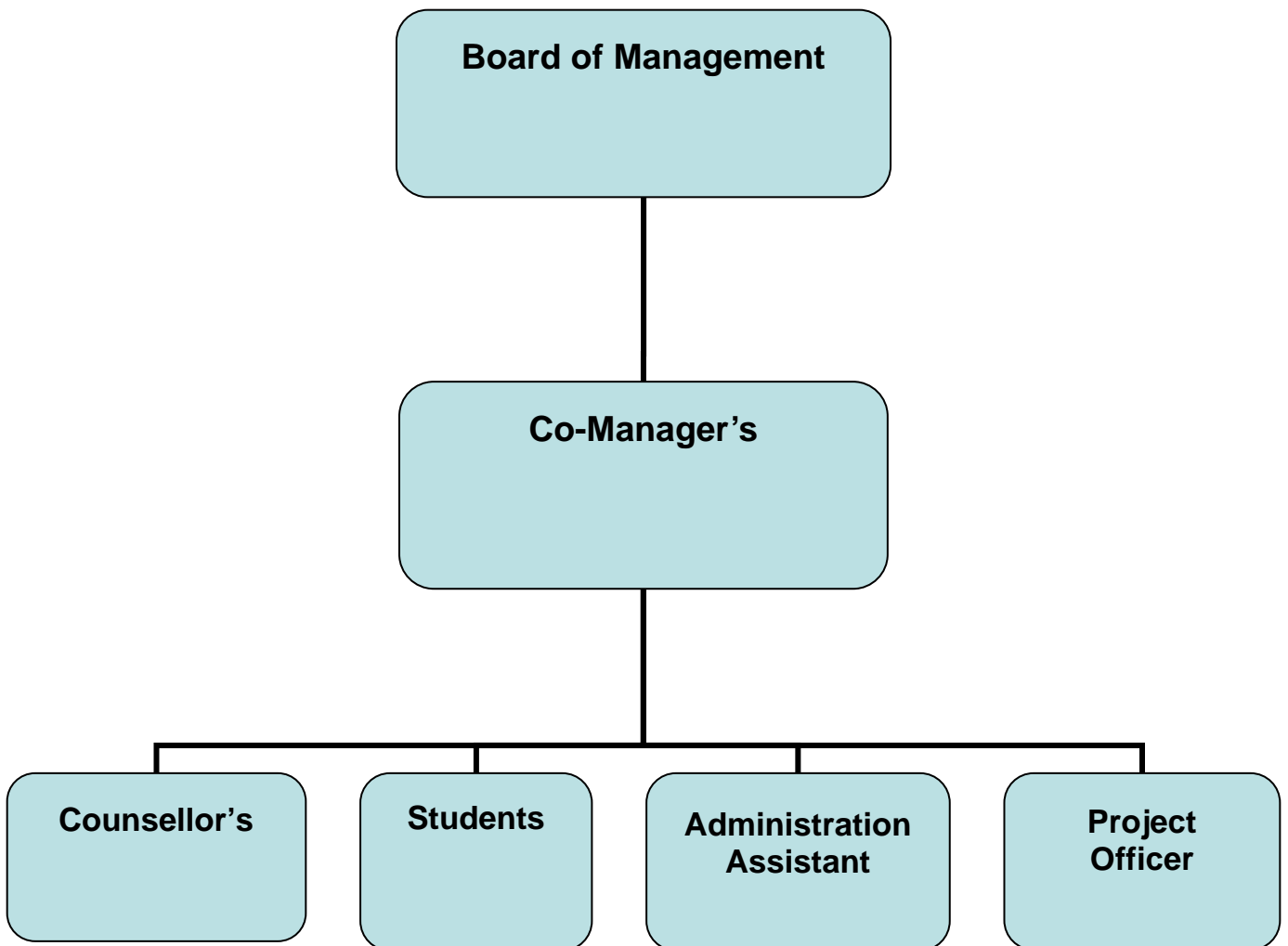
Office Bearers:

- Jillian Pearsall-Jones - Chairperson
- Jack Mansveld - Treasurer
- Suzanne Paust - Co-Manager
- Amanda Negus - Co-Manager

Board Members:

- Susan Main - Individual Member
- Corinne Wray - Individual Member
- Davinia Lefroy - Individual Member
- Kathryn Le Tessier - Individual Member

secca's ORGANISATIONAL STRUCTURE



CHAIRPERSONS 2010/2011

The year 2010/2011 has been a productive and successful time for **secca**. Our dedicated and hard working therapists and office staff have, over this period, provided excellent services to clients, and invaluable educational workshops and other resources to the community. We thank the Disability Services Commission and the Department of Health, for their continued support. Funding provided by these bodies, and their recognition of the excellence of services provided by **secca**, facilitate further development of services provided to clients and their families, and of educational packages developed for dissemination to the wider community. Thanks go too to our Bookkeeper Gavan Wood, Auditor David Charlesworth, and Clinical Supervisors, Nirada van der Burg and Helen Costello, who have contributed so significantly to the quality of the services we provide.

Finally I would like to thank my fellow Board members for their support and considerable contributions to **secca** over the past year. Thanks especially to Amanda Negus and Juana Terpou, who co-managed **secca** so well whilst Suzanne Paust took her well deserved and hard earned long service leave, and to Suzanne for her inspirational joint leadership with Amanda. I look forward to the year ahead, and to working with the team at **secca** and with our fellow agencies to continue to provide **secca's** high level of service to the community.

Dr Jillian Pearsall-Jones
Chairperson
secca Board of Management

CO-MANAGER'S REPORT 2010/2011

This year, **secca** celebrates twenty years of service to the Western Australian community. This is a significant milestone for any non-government, not-for profit organization, more significantly though, one providing services to individuals with disabilities, pertaining to human relationships and sexuality. We congratulate past and present Staff and Board Members who have assisted **secca** over the years to attain this great achievement.

During the 2010/2011 financial year Suzanne Paust an inaugural secca staff member took well deserved Long Service Leave. In her absence, the agency was well guided by Amanda Negus and Juana Terpou. Once again we have exceeded the number of counseling sessions required under our funding contracts and our community education and training workshops booked out well in advance.

The demand for secca services across the board continues to grow and our team amaze us with creative ways of meeting these demands.

Secca's psychotherapy team have delivered 510 counselling sessions to 145 individuals. This is in addition to the advocacy work that is often undertaken for counseling clients. The increase in the number of clients who have an psychiatric disability as well as an intellectual or physical disability is significant. The team has also noted the number of cases that have been referred to the agency where inappropriate use of electronic technology has been the presenting problem. We are mindful that the internet and mobile phones have provided a means of communication for our clients that previously was not available. This has, however, raised the need for education for our clients who, as a result of their cognitive and communication impairments are highly vulnerable to cyber exploitation.

Secca was fortunate to receive funding from the Department of Health to purchase iPads as a resource for the psychotherapists to use in counseling sessions. The iPads have been enormously successful and have broadened the availability of comprehensive resources. The use for clients who have limited verbal communication has been tremendous.

During the last financial year secca has been overwhelmed with requests for **secca's** Community and Professional Education workshops. A total of 21 workshops have been provided in the metropolitan regional and remote areas.

CO-MANAGERS REPORT CONTINUED

We thank the Disability Services Commission and the Department of Health for making available funding to enable the agency to continue to provide this valuable community service. We would also like to acknowledge funding received from National Disability Service (NDS). Mary Butterworth was instrumental in enabling the provision of regional workshops for this financial year.

None of the outstanding achievements by the psychotherapy stream and the education stream would have been possible if not for the ongoing professionalism of **secca** staff. They continue to demonstrate their commitment to **secca's** clients by their professionalism, ethics, and enthusiastic approach to service provision. This is our opportunity to thank them.

The management of **secca** is supported by our volunteer Board of Management. Their wisdom, direction and belief in the agency is highly appreciated.

Suzanne Paust and Amanda Negus
Co-Managers

AUDITED FINANCIAL REPORT

SECCA
ABN 38 172 776 360

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AUDITED FINANCIAL REPORT

SECCA
ABN 38 172 776 360
Detailed Statement of Financial Performance
For the year ended 30 June 2011

	2011	2010
	\$	\$
Income		
Project Administration Fees	10,500	10,500
Interest received	8,117	6,987
Other income	164	1,742
DSC - education grant	0	23,026
DSC - special grants b/f	31,691	33,212
Workshops fees	21,438	5,594
DoH - core grants	71,669	68,945
DoH special grants	25,194	20,650
DSC - core grant	219,316	201,458
Other grants	2,351	3,672
Total income	390,440	375,787
Expenses		
Accountancy	7,225	5,905
Audit fees	375	375
Bank fees & charges	264	258
Meeting expenses	1,092	1,226
Resources & library	1,470	1,257
Computer expenses	3,287	2,717
Conference & seminars	5,113	6,733
Consultants fees	0	8,172
Clinical supervision	2,454	2,382
Project coordination	14,639	17,461
Depreciation	11,863	13,296
Workshop expenses	11,576	1,289
General expenses	1,327	305
Insurance	8,675	7,459
Postage	1,143	1,002
Office expenses & stationery	6,514	6,733
Publication expenses	480	13,476
Rent & outgoings	21,811	19,062
Repairs & maintenance	0	381
Professional memberships	1,881	1,388
Superannuation	22,762	18,224
Telephone	4,362	2,581
Travel, parking reimbursements	688	780

The accompanying notes form part of these financial statements.

AUDITED FINANCIAL REPORT

SECCA
ABN 38 172 776 360
Detailed Statement of Financial Performance
For the year ended 30 June 2011

	2011	2010
	\$	\$
Salaries, wages & contractors	261,163	202,885
Funding c/f	<u>20,391</u>	<u>56,885</u>
Total expenses	<u>410,555</u>	<u>392,232</u>
Net Profit (Loss) from Activities	<u>(20,115)</u>	<u>(16,445)</u>

The accompanying notes form part of these financial statements.

AUDITED FINANCIAL REPORT

SECCA		
ABN 38 172 776 360		
Detailed Statement of Financial Position As At 30 June 2011		
	2011	2010
	\$	\$
Proprietors' Funds		
Opening balance	116,057	131,298
Membership fees	1,518	1,204
Net profit / (loss)	(20,115)	(16,445)
Less:		
Total Proprietors' Funds	97,460	116,057
Represented by:		
Current Assets		
Cash Assets		
Bank West - Subiaco	17,238	12,539
Petty cash float	300	200
	17,538	12,739
Other		
Bank West - telnet a/c	149,695	151,625
Prepayments	10,360	9,914
	160,055	161,538
Total Current Assets	177,593	174,277
Non-Current Assets		
Property, Plant and Equipment		
Leasehold improvements	49,861	49,861
Office furniture - at cost	7,838	7,838
Office equipment - at cost	34,473	34,473
Less: Accumulated depreciation	(50,643)	(38,780)
	41,530	53,393
Total Non-Current Assets	41,530	53,393
Total Assets	219,122	227,670

The accompanying notes form part of these financial statements.

AUDITED FINANCIAL REPORT

SECCA		
ABN 38 172 776 360		
Detailed Statement of Financial Position As At 30 June 2011		
	2011	2010
	\$	\$
Current Liabilities		
Payables		
Unsecured:		
Trade creditors	52,802	11,208
Grants in advance	0	643
Recurrent funding	20,391	56,243
	73,193	68,094
Current Tax Liabilities		
GST clearing	4,506	3,062
	4,506	3,062
Provisions		
Employee entitlements	29,668	22,472
	29,668	22,472
Total Current Liabilities	107,366	93,628
Non-Current Liabilities		
Provisions		
Employee I SL entitlements	14,297	17,985
	14,297	17,985
Total Non-Current Liabilities	14,297	17,985
Total Liabilities	121,663	111,613
Net Assets	97,460	116,057

The accompanying notes form part of these financial statements.

AUDITED FINANCIAL REPORT

SECCA
ABN 38 172 776 360
Notes to the Financial Statements
For the year ended 30 June 2011

Note 1: Summary of Significant Accounting Policies

This financial report is a special purpose financial report prepared in order to satisfy the requirements of the proprietor to prepare a financial report. The proprietor has determined that the entity is not a reporting entity.

The financial report has been prepared in accordance with applicable Australian Accounting Standards.

The financial report is prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report:

(a) Provisions

Provisions are recognised when the proprietor 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 reasonably measured.

Provisions recognised represent the best estimate of the amounts required to settle the obligation at reporting date.

(b) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the balance sheet.

(c) Revenue and Other Income

Revenue is measured at the 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.

Interest revenue is recognised using the effective interest rate method, which, for floating rate financial assets, is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Revenue recognised related to the provision of services is determined with reference to the stage of completion of the transaction at the reporting date and where outcome of the contract can be estimated reliably. Stage of completion is determined with reference to the services performed to date as a percentage of total anticipated services to be performed. Where the outcome cannot be estimated reliably, revenue is recognised only to the extent that related expenditure is recoverable.

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

(d) Leases

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the proprietor, are classified as finance leases.

Finance leases are capitalised by recording an asset and a liability at the lower of the amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight-line basis over the shorter of their estimated useful lives or the lease term.

AUDITED FINANCIAL REPORT

SECCA

ABN 38 172 776 360

Notes to the Financial Statements

For the year ended 30 June 2011

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight-line basis over the lease term.

(e) 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 Tax Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

AUDITED FINANCIAL REPORT

SECCA
ABN 38 172 776 360
Notes to the Financial Statements
For the year ended 30 June 2011

	2011	2010
Note 2: Provisions		
Current		
Employee entitlements	29,668	22,472
	29,668	22,472
Non Current		
Employee LSL entitlements	14,297	17,985
	14,297	17,985

There were 8 employees at the end of the year

Note 3: Auditors' Remuneration

Remuneration of the auditor for:		
Auditing or reviewing the financial report	375	375
Other services	0	0
	375	375

AUDITED FINANCIAL REPORT

SECCA
ABN 38 172 776 360
Auditors Report

Scope

I have audited the financial report for the financial year ended 30 June 2011 of SECCA who is responsible for the financial report. I have conducted an independent audit of the financial report in order to express an opinion on them to SECCA.

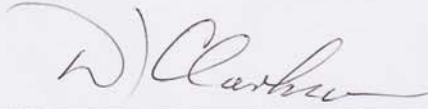
My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements so as to present a view which is consistent with our understanding of the business's financial position, the results of its operations and its cash flows.

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

Audit opinion

In my opinion, the financial report presents fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements the financial position of SECCA as at 30 June 2011, and the results of its operations and its cash flows for the year then ended.

Signed on : 2/11/2011



David J Charlesworth, Chartered Accountant

The accompanying notes form part of these financial statements.

