



# Annual Report 2017

Byford & Districts Community  
Development Services Limited

ABN 49 105 289 450

Byford & Districts **Community Bank**<sup>®</sup> Branch

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# Chairman's report

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For year ending 30 June 2017

As the 2016/17 financial year draws to a close, I reflect on the year that was and I have to say that this year has been a better one than the last. Our profits are up and our contributions to the community have been much greater which makes for a lot of excitement on our Board. Another cause for excitement on the Board was when we welcomed our youngest Board member Jake Branley who brings with him a wonderful knowledge of a variety of community groups but is also studying a Business Degree which will be very beneficial to our Board. We hope that Jake will be with us for many years to come as he is an integral part of our Board.

This year I am proud to announce that we have contributed \$244,817 back to the community which is one of our biggest contributions ever. Our largest this year and one that we are very proud of is donating \$166,590 to the Byford & Districts Country Club to provide them with funding to fit out their new premises. This was done so that the community would be able to enjoy wonderful new facilities which allow not only a place to socialise but also provide state of the art facilities for our local Bowling Club and Pool Club, but also a new home for Home & Community Care which will be an added bonus for our community. Some of the other local community groups that were beneficiaries this year are:

- Mundijong Centrals Football Clubs
  - Lighting Project Second Instalment
- Uniting Church of Byford
  - Supporting Victims of Domestic Violence
- Glades Community Garden
- Riding for the Disabled
- SJ Lions Jarrahdale Log Chop (Major Sponsor)
- SJ Library Friends
- Mundijong, Keysbrook & Byford Volunteer Fire Brigades
- Mundijong Heritage Church
- SJ Landcare
- Serpentine Jarrahdale Grammar School - Scholarship
- SJ Men's Shed
- SJ Blues Cricket Club
- Byford BMX Club
- Safety House for local Primary Schools
- Serpentine Golf Club
- Serpentine Foothills Polocrosse Sponsorship
- SJGS Spring Arts Festival Sponsorship
- Armadale Gymnastics Club
- Asthma Foundation

We look forward to continuing to support these groups and others as more people bank with us and we become more successful.

I once again wish to thank our amazing staff who continue to be the face of our company. Without the wonderful service that they provide and the expertise they exhibit when selling the large range of products on offer, we would not have the great company that we have today, so thank you to all those who have worked so hard in the branch this year, your efforts do not go unnoticed.

Lastly to my Board members past and present, thank you for the great work you do supporting the community and the shareholders through wise decisions and sound judgement and I look forward to the coming year with excitement as we enter a new phase with new directors and new direction.



**Kim Simpson**  
Chairman

# Manager's report

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For year ending 30 June 2017

We have had another challenging year with tough competition, tough market conditions and the public's uncertainty in applying for more debt. Regardless of these conditions we have managed to approve and settle lending totalling \$11.5 million and grow the lending book by approximately \$2.5 million. This has been a positive result in comparison to the last few years. We have found the deposit taking side of the business even more competitive and unfortunately we have retracted, however still hold a healthy \$87.3 million in deposit funds.

We continue to provide excellent service and financial solutions for our current and continued new customers. In fact we have grown our customer numbers to 4,793, which is extremely pleasing for all of the staff. I am also pleased to report that Byford & Districts **Community Bank**<sup>®</sup> Branch continues to be profitable and in fact has had an improved profit for this financial year compared to recent years.

I look forward to continued growth in financial year 2017/18 and improved market conditions which should benefit all. This will enable us to continue the good work we do in the community by providing grants, donations and sponsorships to a large and varied number of groups in our community.

As per previous years, I wish to acknowledge the staff who continue to work hard in order to provide the service all of our customers expect. I would like to thank them along with our customers who also are vitally important in the success of our **Community Bank**<sup>®</sup> branch.



**Tony Greipl**  
**Branch Manager**

# Bendigo and Adelaide Bank report

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For year ending 30 June 2017

As we approach 20 years since the first **Community Bank**<sup>®</sup> branch opened its doors, it's timely to reflect on the role of our network's 70,000-strong shareholders and its army of nearly 2,000 passionate local Directors.

As a group of people you are a powerful force that continues to influence change both locally and nationally.

United for a shared purpose in your communities, you are making big things happen beyond the delivery of great banking products and services; you're creating jobs, helping businesses to thrive, solving problems and achieving outcomes that will make your communities better places to live and do business.

Amongst other things, you are providing hundreds of thousands of people in communities around Australia with new opportunities to:

- Play sport in new **Community Bank**<sup>®</sup> funded centres.
- Continue their education thanks to a **Community Bank**<sup>®</sup> scholarship.
- Seek treatment in hospitals closer to home with equipment funded through a **Community Bank**<sup>®</sup> grant.
- Reap the environmental benefits of **Community Bank**<sup>®</sup> funded solar panels and LED lighting, and
- Access mental health services for teenage children with a service supported by a local **Community Bank**<sup>®</sup> branch.

In fact, since the model's inception your investment in local communities exceeds \$165 million and that figure continues to grow every year. This amount excludes the significant co-investment on key projects that many companies have obtained from Government and other parties.

Nationally our voices are increasingly being heard, and our collaborative approach recognised and celebrated.

Representing us all at a recent forum at Canberra's Parliament House, Bendigo Bank's Managing Director and Chairman reinforced the significance of the **Community Bank**<sup>®</sup> model's achievements and called for regulatory change that would help us compete in a crowded and ever-evolving banking sector. Just two months later, the Federal Government announced a levy on Australia's biggest banks that is set to re-level the playing field as we've regularly advocated for.

But for us this is more than a levy. The Turnbull Government's announcement recognises the importance of customers having access to a robust, competitive and customer-focused banking sector. On this note Bendigo Bank was recently recognised as the banking provider of choice in the annual Mozo People's Choice Awards. Better yet, out of 110 banking providers nationally, we were the only bank recognised in all eight banking categories – and were rated the leading bank in six of those eight categories.

This is an extraordinary achievement for you and our bank. Not only does it demonstrate that, in the eyes of our customers, we are doing something right – it very clearly outlines that together we can continue to achieve results.

As we've long known, the more successful our customers are, the stronger our communities become. In this regard the **Community Bank**<sup>®</sup> model enables these outcomes for customers and communities, as increasingly recognised by more and more Australians.

So thank you for your investment in your local **Community Bank**<sup>®</sup> company, for your ongoing contribution and support, tireless advocacy and continued commitment to building strong local communities. Without this, our **Community Bank**<sup>®</sup> branches would be just another bank.



**Robert Musgrove**  
**Executive Engagement Innovation**

# Directors' report

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For the financial year ended 30 June 2017

Your directors submit the financial statements of the company for the financial year ended 30 June 2017.

## Directors

The names and details of the company's directors who held office during or since the end of the financial year:

### **Kim Michaela Simpson**

Chairman

Occupation: Self Employed Travel Agent

Qualifications, experience and expertise: Kim has lived in Byford since 1991 when she and her now husband opened the Byford Bakery which they owned and operated successfully for 14 years. During this time Kim also owned and ran a clothing boutique in Byford - Champagne & Beachsand, which was popular with the local ladies. Since coming to Byford Kim and her husband have started a family and over the years have dedicated many years to committees through Kindergarten, Primary School & High School. Kim now owns and operates a local travel agency - Our Travel & Cruise Experts and has done for the past 11 years. Kim was on the initial steering committee for the Byford & Districts **Community Bank**<sup>®</sup> Branch and has been Chairman for the past 12 years and is exceedingly proud of the contributions that have been made to the community through the success of the branch in that time.

Special responsibilities: Nil

Interest in shares: 3,001

### **Raymond John Marchetti**

Treasurer

Occupation: Auditor

Qualifications, experience and expertise: Ray has lived in Byford for over 20 years, initially owning the Byford Newsagency and Post Office for 10 years. Involved in a variety of community groups over the years in Byford. Being a qualified accountant, currently working with the WA Auditor General undertaking performance audits - assessing the efficiency and effectiveness of state government agencies and programs. Has been the treasurer of the Byford & Districts **Community Bank**<sup>®</sup> Branch for 10 years. Very proud of our achievements in providing an excellent banking service while returning funds to the community and shareholders by way of grants, sponsorships and dividends.

Special responsibilities: Nil

Interest in shares: Nil

### **Kim Louise Petersen**

Director

Occupation: Primary School Teacher

Qualifications, experience and expertise: Bachelor of Education, Primary School Teacher of 27 years experience, past community involvement/ experience includes Secretary of Serpentine Jarrahdale Men's Shed for 6 years, Secretary and Vice President of the Jarrahdale Community Association 7 years, Jarrahdale Youth Group Co-ordinator 6 years, active member of the Mundijong Community Association 5 years, Community Engagement Officer for the BDCBB for 3 years.

Special responsibilities: Nil

Interest in shares: Nil

# Directors' report (continued)

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## Directors (continued)

### **Denise D'Agnone**

Director

Occupation: Real Estate Agent

Qualifications, experience and expertise: Denise has been a licenced Real Estate Agent for 20 years and was on the original steering committee for the Bendigo Bank. She has been a member of Rotary for 19 years and was a president, treasurer, secretary and assistant governor. Denise holds Diploma in Real Estate and Resettlements.

Special responsibilities: Marketing Committee

Interest in shares: 1,000

### **Cherie Danielle Barron**

Director

Occupation: Student

Qualifications, experience and expertise: In September 2016 Cherie finished her final semester at Edith Cowan University studying Primary Education and is now a qualified teacher. Cherie has enrolled herself in further studies intending on commencing next year to become high school trained as well. She have lived in Serpentine since 1999 (5 years of age) and still reside there today with her husband on her parent's hobby farm, with the intension of starting to build her own home in the area in 2017. She is currently employed by her father in law in the family handyman business 'The Trinity's Contractor' which subcontracts to local shires/cities and private residences. Cherie is a fully qualified traffic controller within the business and also uses her knowledge of accounting (studied at high school and a semester at Curtin University), occupational health and safety and first aid to work in the office when required. She has been extensively involved in the community from a young age, starting as a cadet in the Serpentine Volunteer Bush Fire Brigade before becoming a member at the age of 16. She was also a member, then Chairperson of the Serpentine Jarrahdale Youth Advisory Council for a number of years before it disbanded. Through university she has had the privilege of volunteering for several programs including but not limited to: Kids Camp – where she was able to help youth with disabilities on a week-long camp, Teach Learn Grow – where she travelled to Kalgoorlie for a week and taught maths to several students at Boulder Primary School and Volunteer Echo Students Abroad – where I travelled to South Africa to assist the local community for two weeks. Cherie is currently the Secretary of Byford and Districts Community Development Services and look forward to watching the business and the community grow and benefit from a branch such as ours.

Special responsibilities: Secretary

Interest in shares: 100

### **Jake Wrighton Branley**

Director (Appointed 6 October 2016)

Occupation: Student

Qualifications, experience and expertise: Jake is currently studying a double degree in Bachelors of Business Law & Marketing at Curtin University. He is also involved in an internship program with a company, assisting in an entire marketing revamp process that allows him to offer more tools and knowledge to the marketing committee. Similarly, his employment has lead to growth within the sales, operational and accounts aspect within a small business. Being of 20 years of age, it furthers the leadership aspect & approach as he continually looks to develop his skills and help others. Within the community, he's an active volunteer at the Mundijong Centrals Junior Football Club.

Special responsibilities: Marketing and Sponsorship Committee

Interest in shares: Nil

# Directors' report (continued)

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## Directors (continued)

### Jennifer Mary Kish

Director (Resigned 9 June 2017)

Occupation: Business Development Manager

Qualifications, experience and expertise: Currently working as the Business Development Manager- Involved directly with Redback's Floorball, in frequent contact with multiple local groups. Has worked for the Hon Tony Simpson for nearly 3.5 years as his research officer. Prior to that worked for the Department of Housing. Is a Justice of the Peace with a degree in English & History and a post graduate certificate in human Resources.

Special responsibilities: Marketing Committee

Interest in shares: Nil

Directors were in office for this entire year unless otherwise stated.

No directors have material interests in contracts or proposed contracts with the company.

## Company Secretary

The company secretary is Cherie Danielle Barron who was appointed when Peter Eva resigned on 28 January 2016.

Qualifications, experience and expertise: Cherie is a qualified teacher and is enrolled into further studies to become high school trained as well. She is currently employed by her father in law in the family handyman business 'The Trinity's Contractor' which subcontracts to local shires/cities and private residences. Cherie is a fully qualified traffic controller within the business and also uses her knowledge of accounting (studied at high school and a semester at Curtin University), occupational health and safety and first aid to work in the office when required. She has been extensively involved in the community from a young age. Peter is a long term resident of Byford. He is a retired self employed business man. Peter has 28 years previous experience in the banking industry.

## Principal Activities

The principal activities of the company during the financial year were facilitating **Community Bank**<sup>®</sup> services under management rights to operate a franchised branch of Bendigo and Adelaide Bank Limited.

There have been no significant changes in the nature of these activities during the year.

## Operating results

Operations have continued to perform in line with expectations. The profit/(loss) of the company for the financial year after provision for income tax was:

Year ended 30 June 2017 \$	Year ended 30 June 2016 \$
19,622	(5,239)

## Dividends

	Year ended 30 June 2017	
	Cents	\$
Dividends paid in the year	6	40,641

## Significant changes in the state of affairs

In the opinion of the directors there were no significant changes in the state of affairs of the company that occurred during the financial year under review not otherwise disclosed in this report or the financial statements.



# Directors' report (continued)

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## Events since the end of the financial year

There are no matters or circumstances that have arisen since the end of the financial year that have significantly affected or may significantly affect the operations of the company the results of those operations or the state of affairs of the company, in future years.

## Likely developments

The company will continue its policy of facilitating banking services to the community.

## Environmental regulation

The company is not subject to any significant environmental regulation.

## Directors' benefits

No director has received or become entitled to receive, during or since the financial year, a benefit because of a contract made by the company, controlled entity or related body corporate with a director, a firm which a director is a member or an entity in which a director has a substantial financial interest except as disclosed in note 19 and 21 to the financial statements. This statement excludes a benefit included in the aggregate amount of emoluments received or due and receivable by directors shown in the company's accounts, or the fixed salary of a full-time employee of the company, controlled entity or related body corporate.

## Indemnification and insurance of directors and officers

The company has indemnified all directors and the manager in respect of liabilities to other persons (other than the company or related body corporate) that may arise from their position as directors or manager of the company except where the liability arises out of conduct involving the lack of good faith.

Disclosure of the nature of the liability and the amount of the premium is prohibited by the confidentiality clause of the contract of insurance. The company has not provided any insurance for an auditor of the company or a related body corporate.

## Directors' meetings

The number of directors' meetings attended by each of the directors of the company during the year were:

	Board Meetings Attended	
	Eligible	Attended
Kim Michaela Simpson	11	11
Raymond John Marchetti	11	11
Kim Louise Petersen	11	11
Denise D'Agnone	11	8
Cherie Danielle Willison	11	11
Jake Wrighton Branley (Appointed 6 October 2016)	9	8
Jennifer Mary Kish (Resigned 9 June 2017)	10	7

## Proceedings on behalf of the company

No person has applied to the Court under section 237 of the Corporations Act 2001 for leave to bring proceedings on behalf of the company, or to intervene in any proceedings to which the company is a party, for the purpose of taking responsibility on behalf of the company for all or part of those proceedings.

No proceedings have been brought or intervened in on behalf of the company with leave of the Court under section 237 of the Corporations Act 2001.

# Directors' report (continued)

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## **Non audit services**

The company may decide to employ the auditor on assignments additional to their statutory duties where the auditor's expertise and experience with the company are important. Details of the amounts paid or payable to the auditor (Andrew Frewin Stewart) for audit and non audit services provided during the year are set out in the notes to the accounts.

The board of directors has considered the position and is satisfied that the provision of the non-audit services is compatible with the general standard of independence for auditors imposed by the Corporations Act 2001.

The directors are satisfied that the provision of non-audit services by the auditor, as set out in the notes did not compromise the auditor independence requirements of the Corporations Act 2001 for the following reasons:

- all non-audit services have been reviewed by the board to ensure they do not impact on the impartiality and objectivity of the auditor
- none of the services undermine the general principles relating to auditor independence as set out in APES 110 Code of Ethics for Professional Accountants, including reviewing or auditing the auditor's own work, acting in a management or a decision-making capacity for the company, acting as advocate for the company or jointly sharing economic risk and rewards.

## **Auditor's independence declaration**

A copy of the auditor's independence declaration as required under section 307C of the Corporations Act 2001 is set out on page 10.

Signed in accordance with a resolution of the board of directors at Byford, Western Australia on 26 September 2017.



**Kim Michaela Simpson,**  
**Chair**

# Auditor's independence declaration

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*Partners in success*

Chartered Accountants

61 Bull Street, Bendigo 3550  
PO Box 454, Bendigo 3552  
03 5443 0344  
afsbendigo.com.au

## Lead auditor's independence declaration under section 307C of the *Corporations Act 2001* to the directors of Byford & Districts Community Development Services Limited

As lead auditor for the audit of Byford & Districts Community Development Services Limited for the year ended 30 June 2017, I declare that, to the best of my knowledge and belief, there have been:

- i) no contraventions of the auditor independence requirements of the *Corporations Act 2001* in relation to the audit; and
- ii) no contraventions of any applicable code of professional conduct in relation to the audit.

A handwritten signature in black ink, appearing to read 'Andrew Frewin Stewart'.

**Andrew Frewin Stewart**  
61 Bull Street, Bendigo Vic 3550  
Dated: 26 September 2017

A handwritten signature in black ink, appearing to read 'David Hutchings'.

**David Hutchings**  
Lead Auditor

# Financial statements

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## Statement of Profit or Loss and Other Comprehensive Income for the year ended 30 June 2017

	Notes	2017 \$	2016 \$
Revenue from ordinary activities	4	996,763	926,663
Employee benefits expense		(476,310)	(511,395)
Charitable donations, sponsorship, advertising and promotion		(191,150)	(122,362)
Occupancy and associated costs		(91,127)	(90,446)
Systems costs		(25,076)	(26,554)
Depreciation and amortisation expense	5	(45,463)	(46,217)
Finance costs	5	-	(29)
General administration expenses		(140,492)	(136,430)
<b>Profit/(loss) before income tax (expense)/credit</b>		<b>27,145</b>	<b>(6,770)</b>
Income tax (expense)/credit	6	(7,523)	1,531
<b>Profit/(loss) after income tax (expense)/credit</b>		<b>19,622</b>	<b>(5,239)</b>
<b>Total comprehensive income for the year attributable to the ordinary shareholders of the company:</b>		<b>19,622</b>	<b>(5,239)</b>
<b>Earnings per share</b>		<b>¢</b>	<b>¢</b>
Basic earnings per share	22	2.90	(0.77)

The accompanying notes form part of these financial statements.

# Financial statements (continued)

## Balance Sheet as at 30 June 2017

	Notes	2017 \$	2016 \$
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and cash equivalents	7	441,960	439,354
Trade and other receivables	8	99,284	104,953
Current tax asset	11	-	7,000
<b>Total Current Assets</b>		<b>541,244</b>	<b>551,307</b>
<b>Non-Current Assets</b>			
Property, plant and equipment	9	311,600	320,254
Intangible assets	10	34,027	46,883
Deferred tax asset	11	4,993	12,515
<b>Total Non-Current Assets</b>		<b>350,620</b>	<b>379,652</b>
<b>Total Assets</b>		<b>891,864</b>	<b>930,959</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade and other payables	12	45,874	50,669
Provisions	13	53,557	66,166
<b>Total Current Liabilities</b>		<b>99,431</b>	<b>116,835</b>
<b>Non-Current Liabilities</b>			
Provisions	13	7,719	8,391
<b>Total Non-Current Liabilities</b>		<b>7,719</b>	<b>8,391</b>
<b>Total Liabilities</b>		<b>107,150</b>	<b>125,226</b>
<b>Net Assets</b>		<b>784,714</b>	<b>805,733</b>
<b>Equity</b>			
Issued capital	14	647,456	647,456
Retained earnings	15	137,258	158,277
<b>Total Equity</b>		<b>784,714</b>	<b>805,733</b>

The accompanying notes form part of these financial statements.

## Financial statements (continued)

### Statement of Changes in Equity for the year ended 30 June 2017

	Issued capital \$	Retained earnings \$	Total equity \$
<b>Balance at 1 July 2015</b>	<b>647,456</b>	<b>217,704</b>	<b>865,160</b>
Total comprehensive income for the year	-	(5,239)	(5,239)
<b>Transactions with owners in their capacity as owners:</b>			
Shares issued during period	-	-	-
Costs of issuing shares	-	-	-
Dividends provided for or paid	-	(54,188)	(54,188)
<b>Balance at 30 June 2016</b>	<b>647,456</b>	<b>158,277</b>	<b>805,733</b>
<b>Balance at 1 July 2016</b>	<b>647,456</b>	<b>158,277</b>	<b>805,733</b>
Total comprehensive income for the year	-	19,622	19,622
<b>Transactions with owners in their capacity as owners:</b>			
Shares issued during period	-	-	-
Costs of issuing shares	-	-	-
Dividends provided for or paid	-	(40,641)	(40,641)
<b>Balance at 30 June 2017</b>	<b>647,456</b>	<b>137,258</b>	<b>784,714</b>

The accompanying notes form part of these financial statements.

# Financial statements (continued)

## Statement of Cash Flows for the year ended 30 June 2017

	Notes	2017 \$	2016 \$
<b>Cash flows from operating activities</b>			
Receipts from customers		1,085,761	997,679
Payments to suppliers and employees		(1,028,366)	(987,358)
Interest received		5,946	16,444
Interest paid		-	(29)
Income taxes paid		7,000	2,816
<b>Net cash provided by operating activities</b>	<b>16</b>	<b>70,341</b>	<b>29,552</b>
<b>Cash flows from investing activities</b>			
Payments for property, plant and equipment		(27,094)	-
Payments for intangible assets		-	(68,056)
<b>Net cash used in investing activities</b>		<b>(27,094)</b>	<b>(68,056)</b>
<b>Cash flows from financing activities</b>			
Dividends paid		(40,641)	(54,188)
<b>Net cash used in financing activities</b>		<b>(40,641)</b>	<b>(54,188)</b>
<b>Net increase/(decrease) in cash held</b>		<b>2,606</b>	<b>(92,692)</b>
Cash and cash equivalents at the beginning of the financial year		439,354	532,046
<b>Cash and cash equivalents at the end of the financial year</b>	<b>7(a)</b>	<b>441,960</b>	<b>439,354</b>

The accompanying notes form part of these financial statements.

# Notes to the financial statements

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For year ended 30 June 2017

## Note 1. Summary of significant accounting policies

### a) Basis of preparation

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standard Boards and the Corporations Act 2001. The company is a for-profit entity for the purpose of preparing the financial statements.

#### Compliance with IFRS

These financial statements and notes comply with International Financial Reporting Standards (IFRS) as issued by the International Accounting Standards Board (IASB).

#### Critical accounting estimates

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the company's accounting policies. These areas involving a higher degree of judgement or complexities, or areas where assumptions and estimates are significant to the financial statements are disclosed in note 3.

#### Historical cost convention

The financial statements have been prepared under the historical cost convention on an accruals basis as modified by the revaluation of financial assets and liabilities at fair value through profit or loss and where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

#### Comparative figures

Where required by Australian Accounting Standards comparative figures have been adjusted to conform with changes in presentation for the current financial year.

#### Application of new and amended accounting standards

There are a number of amendments to accounting standards issued by the Australian Accounting Standards Board (AASB) that became mandatorily effective for accounting periods beginning on or after 1 July 2016, and are therefore relevant for the current financial year.

None of these amendments to accounting standards issued by the Australian Accounting Standards Board (AASB) materially affected any of the amounts recognised in the current period or any prior period and are not likely to affect future periods.

There are also a number of accounting standards and interpretations issued by the Australian Accounting Standards Board (AASB) that become effective in future accounting periods.

The company has elected not to apply any accounting standards or interpretations before their mandatory operative date for the annual reporting period beginning 1 July 2016. These future accounting standards and interpretations therefore have no impact on amounts recognised in the current period or any prior period.

Only AASB 16 Leases, effective for the annual reporting period beginning on or after 1 January 2019 is likely to impact the company. This revised standard will require the branch lease to be capitalised.

#### Economic dependency - Bendigo and Adelaide Bank Limited

The company has entered into a franchise agreement with Bendigo and Adelaide Bank Limited that governs the management of the **Community Bank**<sup>®</sup> branch at Byford, Western Australia.



# Notes to the financial statements (continued)

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## Note 1. Summary of significant accounting policies (continued)

### a) Basis of preparation (continued)

#### Economic dependency - Bendigo and Adelaide Bank Limited (continued)

The branch operates as a franchise of Bendigo and Adelaide Bank Limited, using the name “Bendigo Bank” and the logo and system of operations of Bendigo and Adelaide Bank Limited. The company manages the **Community Bank**<sup>®</sup> branch on behalf of Bendigo and Adelaide Bank Limited, however all transactions with customers conducted through the **Community Bank**<sup>®</sup> branch are effectively conducted between the customers and Bendigo and Adelaide Bank Limited.

All deposits are made with Bendigo and Adelaide Bank Limited, and all personal and investment products are products of Bendigo and Adelaide Bank Limited, with the company facilitating the provision of those products. All loans, leases or hire purchase transactions, issues of new credit or debit cards, temporary or bridging finance and any other transaction that involves creating a new debt, or increasing or changing the terms of an existing debt owed to Bendigo and Adelaide Bank Limited, must be approved by Bendigo and Adelaide Bank Limited. All credit transactions are made with Bendigo and Adelaide Bank Limited, and all credit products are products of Bendigo and Adelaide Bank Limited.

The company promotes and sells the products and services, but is not a party to the transaction.

The credit risk (i.e. the risk that a customer will not make repayments) is for the relevant Bendigo and Adelaide Bank Limited entity to bear as long as the company has complied with the appropriate procedures and relevant obligations and has not exercised a discretion in granting or extending credit.

Bendigo and Adelaide Bank Limited provides significant assistance in establishing and maintaining the **Community Bank**<sup>®</sup> branch franchise operations. It also continues to provide ongoing management and operational support and other assistance and guidance in relation to all aspects of the franchise operation, including advice and assistance in relation to:

- design, layout and fit out of the **Community Bank**<sup>®</sup> branch
- training for the branch manager and other employees in banking, management systems and interface protocol
- methods and procedures for the sale of products and provision of services
- security and cash logistic controls
- calculation of company revenue and payment of many operating and administrative expenses
- the formulation and implementation of advertising and promotional programs
- sales techniques and proper customer relations.

The following is a summary of the material accounting policies adopted by the company in the preparation of the financial statements. The accounting policies have been consistently applied, unless otherwise stated.

### b) Revenue

Revenue is recognised when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the company and any specific criteria have been met. Interest and fee revenue is recognised when earned. The gain or loss on disposal of property, plant and equipment is recognised on a net basis and is classified as income rather than revenue. All revenue is stated net of the amount of Goods and Services Tax (GST).

#### Revenue calculation

The franchise agreement provides that three forms of revenue may be earned by the company – margin, commission and fee income. Bendigo and Adelaide Bank Limited decides the form of revenue the company earns on different types of products and services.

The revenue earned by the company is dependent on the business that it generates. It may also be affected by other factors, such as economic and local conditions, for example, interest rates.

# Notes to the financial statements (continued)

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## Note 1. Summary of significant accounting policies (continued)

### **b) Revenue (continued)**

#### Core banking products

Bendigo and Adelaide Bank Limited has identified some Bendigo Bank Group products and services as 'core banking products'. It may change the products and services which are identified as core banking products by giving the company at least 30 days' notice. Core banking products currently include Bendigo Bank branded home loans, term deposits and at call deposits.

#### Margin

Margin is arrived at through the following calculation:

- Interest paid by customers on loans less interest paid to customers on deposits
- plus any deposit returns i.e. interest return applied by Bendigo and Adelaide Bank Limited for a deposit,
- minus any costs of funds i.e. interest applied by Bendigo and Adelaide Bank Limited to fund a loan.

Margin is paid on all core banking products. A funds transfer pricing model is used for the method of calculation of the cost of funds, deposit return and margin.

The company is entitled to a share of the margin earned by Bendigo and Adelaide Bank Limited (i.e. income adjusted for Bendigo and Adelaide Bank Limited's interest expense and interest income return). However, if this reflects a loss, the company incurs a share of that loss.

#### Commission

Commission is a fee paid for products and services sold. It may be paid on the initial sale or on an ongoing basis. Commission is payable on the sale of an insurance product such as home contents. Examples of products and services on which ongoing commissions are paid include leasing and Sandhurst Trustees Limited products.

#### Fee income

Fee income is a share of what is commonly referred to as 'bank fees and charges' charged to customers by Bendigo Bank Group entities including fees for loan applications and account transactions.

#### Discretionary financial contributions

In addition to margin, commission and fee income, and separate from the franchise agreement, Bendigo and Adelaide Bank Limited has also made discretionary financial payments to the company. These are referred to by Bendigo and Adelaide Bank Limited as a "Market Development Fund" (MDF).

The amount has been based on the volume of business attributed to a branch. The purpose of the discretionary payments is to assist with local market development activities, including community sponsorships and donations.

It is for the board to decide how to use the MDF.

The payments from Bendigo and Adelaide Bank Limited are discretionary and Bendigo and Adelaide Bank Limited may change the amount or stop making them at any time.

#### Ability to change financial return

Under the franchise agreement, Bendigo and Adelaide Bank Limited may change the form and amount of financial return that the company receives. The reasons it may make a change include changes in industry or economic conditions or changes in the way Bendigo and Adelaide Bank Limited earns revenue.

The change may be to the method of calculation of margin, the amount of margin, commission and fee income or a change of a margin to a commission or vice versa. This may affect the amount of revenue the company receives on a particular product or service. The effect of the change on the revenue earned by the company is entirely dependent on the change.

# Notes to the financial statements (continued)

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## Note 1. Summary of significant accounting policies (continued)

### **b) Revenue (continued)**

#### Ability to change financial return (continued)

If Bendigo and Adelaide Bank Limited makes a change to the margin or commission on core banking products and services, it must not reduce the margin and commission the company receives on core banking products and services Bendigo and Adelaide Bank Limited attributes to the company to less than 50% (on an aggregate basis) of Bendigo and Adelaide Bank Limited's margin at that time. For other products and services, there is no restriction on the change Bendigo and Adelaide Bank Limited may make.

Bendigo and Adelaide Bank Limited must give the company 30 days' notice before it changes the products and services on which margin, commission or fee income is paid, the method of calculation of margin and the amount of margin, commission or fee income.

#### Monitoring and changing financial return

Bendigo and Adelaide Bank Limited monitors the distribution of financial return between **Community Bank®** companies and Bendigo and Adelaide Bank Limited on an ongoing basis.

Overall, Bendigo and Adelaide Bank Limited has made it clear that the **Community Bank®** model is based on the principle of shared reward for shared effort. In particular, in relation to core banking products and services, the aim is to achieve an equal share of Bendigo and Adelaide Bank Limited's margin.

### **c) Income tax**

#### Current tax

Current tax is calculated by reference to the amount of income taxes payable or recoverable in respect of the taxable profit or loss for the period. It is calculated using tax rates and tax laws that have been enacted or substantively enacted by reporting date. Current tax for current and prior periods is recognised as a liability (or asset) to the extent that it is unpaid (or refundable).

#### Deferred tax

Deferred tax is accounted for using the balance sheet liability method on temporary differences arising from differences between the carrying amount of assets and liabilities in the financial statements and the corresponding tax base of those items.

In principle, deferred tax liabilities are recognised for all taxable temporary differences. Deferred tax assets are recognised to the extent that it is probable that sufficient taxable amounts will be available against which deductible temporary differences or unused tax losses and tax offsets can be utilised. However, deferred tax assets and liabilities are not recognised if the temporary differences giving rise to them arise from the initial recognition of assets and liabilities (other than as a result of a business combination) which affects neither taxable income nor accounting profit. Furthermore, a deferred tax liability is not recognised in relation to taxable temporary differences arising from goodwill.

Deferred tax assets and liabilities are measured at the tax rates that are expected to apply to the period(s) when the asset and liability giving rise to them are realised or settled, based on tax rates (and tax laws) that have been enacted or substantively enacted by reporting date. The measurement of deferred tax liabilities reflects the tax consequences that would follow from the manner in which the consolidated entity expects, at the reporting date, to recover or settle the carrying amount of its assets and liabilities.

Deferred tax assets and liabilities are offset when there is a legally enforceable right to offset current tax and when the balances relate to taxes levied by the same taxation authority and the company entity intends to settle its tax assets and liabilities on a net basis.

# Notes to the financial statements (continued)

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## Note 1. Summary of significant accounting policies (continued)

### **c) Income tax (continued)**

#### Current and deferred tax for the period

Current and deferred tax is recognised as an expense or income in the Statement of Profit or Loss and Other Comprehensive Income, except when it relates to items credited or debited to equity, in which case the deferred tax is also recognised directly in equity, or where it arises from initial accounting for a business combination, in which case it is taken into account in the determination of goodwill or excess.

### **d) Employee entitlements**

Provision is made for the company's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits.

The company contributes to a defined contribution plan. Contributions to employee superannuation funds are charged against income as incurred.

### **e) Cash and cash equivalents**

For the purposes of the Statement of Cash Flows, cash includes cash on hand and in banks and investments in money market instruments, net of outstanding bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the Balance Sheet.

### **f) Trade receivables and payables**

Receivables are carried at their amounts due. The collectability of debts is assessed at balance date and specific provision is made for any doubtful accounts. Liabilities for trade creditors and other amounts are carried at cost that is the fair value of the consideration to be paid in the future for goods and services received, whether or not billed to the company.

### **g) Property, plant and equipment**

Plant and equipment, leasehold improvements and equipment under finance lease are stated at cost less accumulated depreciation and impairment. Cost includes expenditure that is directly attributable to the acquisition of the item. In the event that settlement of all or part of the purchase consideration is deferred, cost is determined by discounting the amounts payable in the future to their present value as at the date of acquisition.

Depreciation is provided on property, plant and equipment, including freehold buildings but excluding land. Depreciation is calculated on a straight line basis so as to write off the net cost of each asset over its expected useful life to its estimated residual value. Leasehold improvements are depreciated at the rate equivalent to the available building allowance using the straight line method. The estimated useful lives, residual values and depreciation method are reviewed at the end of each annual reporting period.

The following estimated useful lives are used in the calculation of depreciation:

- leasehold improvements            40 years
- plant and equipment                2.5 - 40 years
- motor vehicles                        3 - 5 years

# Notes to the financial statements (continued)

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## Note 1. Summary of significant accounting policies (continued)

### **h) Intangibles**

The franchise fee paid to Bendigo and Adelaide Bank Limited has been recorded at cost and is amortised on a straight line basis over the life of the franchise agreement.

The renewal processing fee paid to Bendigo and Adelaide Bank Limited when renewing the franchise agreement has also been recorded at cost and is amortised on a straight line basis over the life of the franchise agreement.

### **i) Payment terms**

Receivables and payables are non interest bearing and generally have payment terms of between 30 and 90 days.

### **j) Borrowings**

All loans are initially measured at the principal amount. Interest is recognised as an expense as it accrues.

### **k) Financial instruments**

#### Recognition and initial measurement

Financial instruments, incorporating financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions of the instrument.

Financial instruments are initially measured at fair value plus transaction costs. Financial instruments are classified and measured as set out below.

#### Derecognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expires or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset.

#### Classification and subsequent measurement

##### (i) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost using the effective interest rate method.

##### (ii) Financial liabilities

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost using the effective interest rate method.

#### Impairment

At each reporting date, the entity assesses whether there is objective evidence that a financial instrument has been impaired. Impairment losses are recognised in the Statement of Profit or Loss and Other Comprehensive Income.

### **l) 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 company 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. Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred. Lease incentives under operating leases are recognised as a liability and amortised on a straight-line basis over the life of the lease term.

# Notes to the financial statements (continued)

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## Note 1. Summary of significant accounting policies (continued)

### **m) Provisions**

Provisions are recognised when the economic entity has a legal, equitable or constructive obligation to make a future sacrifice of economic benefits to other entities as a result of past transactions or other past events, it is probable that a future sacrifice of economic benefits will be required and a reliable estimate can be made of the amount of the obligation.

A provision for dividends is not recognised as a liability unless the dividends are declared, determined or publicly recommended on or before the reporting date.

### **n) Contributed equity**

Ordinary shares are recognised at the fair value of the consideration received by the company. Any transaction costs arising on the issue of ordinary shares are recognised directly in equity as a reduction of the share proceeds received.

### **o) Earnings per share**

Basic earnings per share is calculated by dividing the profit attributable to equity holders of the company, excluding any costs of servicing equity other than ordinary shares, by the weighted average number of ordinary shares outstanding during the financial year, adjusted for bonus elements in ordinary shares issued during the year.

### **p) Goods and Services Tax**

Revenues, expenses and assets are recognised net of the amount of Goods and Services Tax (GST), except where the amount of GST incurred is not recoverable from the taxation authority. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated with the amount of GST included. The net amount of GST recoverable from, or payable to, the taxation authority is included as part of receivables or payables in the Balance Sheet. Cash flows are included in the Statement of Cash Flows on a gross basis.

The GST components of cash flows arising from investing and financing activities which are recoverable from, or payable to, the taxation authority are classified as operating cash flows.

## Note 2. Financial risk management

The company's activities expose it to a limited variety of financial risks: market risk (including currency risk, fair value interest risk and price risk), credit risk, liquidity risk and cash flow interest rate risk. The company's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the entity. The entity does not use derivative instruments.

Risk management is carried out directly by the board of directors.

### (i) Market risk

The company has no exposure to any transactions denominated in a currency other than Australian dollars.

### (ii) Price risk

The company is not exposed to equity securities price risk as it does not hold investments for sale or at fair value. The company is not exposed to commodity price risk.

### (iii) Credit risk

The company has no significant concentrations of credit risk. It has policies in place to ensure that customers have an appropriate credit history. The company's franchise agreement limits the company's credit exposure to one financial institution, being Bendigo and Adelaide Bank Limited.

# Notes to the financial statements (continued)

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## Note 2. Financial risk management (continued)

### (iv) Liquidity risk

Prudent liquidity management implies maintaining sufficient cash and marketable securities and the availability of funding from credit facilities. The company believes that its sound relationship with Bendigo and Adelaide Bank Limited mitigates this risk significantly.

### (v) Cash flow and fair value interest rate risk

Interest-bearing assets are held with Bendigo and Adelaide Bank Limited and subject to movements in market interest. Interest-rate risk could also arise from long-term borrowings. Borrowings issued at variable rates expose the company to cash flow interest-rate risk. The company believes that its sound relationship with Bendigo and Adelaide Bank Limited mitigates this risk significantly.

### (vi) Capital management

The board's policy is to maintain a strong capital base so as to sustain future development of the company. The board of directors monitor the return on capital and the level of dividends to shareholders. Capital is represented by total equity as recorded in the Balance Sheet.

In accordance with the franchise agreement, in any 12 month period, the funds distributed to shareholders shall not exceed the distribution limit.

The distribution limit is the greater of:

- (a) 20% of the profit or funds of the franchisee otherwise available for distribution to shareholders in that 12 month period; and
- (b) subject to the availability of distributable profits, the relevant rate of return multiplied by the average level of share capital of the franchisee over that 12 month period where the relevant rate of return is equal to the weighted average interest rate on 90 day bank bills over that 12 month period plus 5%.

The board is managing the growth of the business in line with this requirement. There are no other externally imposed capital requirements, although the nature of the company is such that amounts will be paid in the form of charitable donations and sponsorship. Charitable donations and sponsorship paid for the year ended 30 June 2017 can be seen in the Statement of Profit or Loss and Other Comprehensive Income.

There were no changes in the company's approach to capital management during the year.

## Note 3. Critical accounting estimates and judgements

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the entity and that are believed to be reasonable under the circumstances.

The company makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results.

Management has identified the following critical accounting policies for which significant judgements, estimates and assumptions are made. Actual results may differ from these estimates under different assumptions and conditions and may materially affect financial results or the financial position reported in future periods.

Further details of the nature of these assumptions and conditions may be found in the relevant notes to the financial statements.

# Notes to the financial statements (continued)

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## Note 3. Critical accounting estimates and judgements (continued)

### Taxation

Judgement is required in assessing whether deferred tax assets and certain tax liabilities are recognised on the balance sheet. Deferred tax assets, including those arising from un-recouped tax losses, capital losses and temporary differences, are recognised only where it is considered more likely than not that they will be recovered, which is dependent on the generation of sufficient future taxable profits.

Assumptions about the generation of future taxable profits depend on management's estimates of future cash flows. These depend on estimates of future sales volumes, operating costs, capital expenditure, dividends and other capital management transactions. Judgements are also required about the application of income tax legislation.

These judgements and assumptions are subject to risk and uncertainty. There is therefore a possibility that changes in circumstances will alter expectations, which may impact the amount of deferred tax assets and deferred tax liabilities recognised on the balance sheet and the amount of other tax losses and temporary differences not yet recognised. In such circumstances, some or all of the carrying amount of recognised deferred tax assets and liabilities may require adjustment, resulting in corresponding credit or charge to the Statement of Profit or Loss and Other Comprehensive Income.

### Estimation of useful lives of assets

The estimation of the useful lives of assets has been based on historical experience and the condition of the asset is assessed at least once per year and considered against the remaining useful life. Adjustments to useful lives are made when considered necessary.

### Impairment of assets

At each reporting date, the company reviews the carrying amounts of its tangible and intangible assets that have an indefinite useful life to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where the asset does not generate cash flows that are independent from other assets, the consolidated entity estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset (or cash-generating unit) is estimated to be less than its carrying amount, the carrying amount of the asset (cash-generating unit) is reduced to its recoverable amount. An impairment loss is recognised in profit or loss immediately, unless the relevant asset is carried at fair value, in which case the impairment loss is treated as a revaluation decrease.

Where an impairment loss subsequently reverses, the carrying amount of the asset (cash-generating unit) is increased to the revised estimate of its recoverable amount, but only to the extent that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset (cash-generating unit) in prior years. A reversal of an impairment loss is recognised in profit or loss immediately, unless the relevant asset is carried at fair value, in which case the reversal of the impairment loss is treated as a revaluation increase.



## Notes to the financial statements (continued)

	2017 \$	2016 \$
<b>Note 4. Revenue from ordinary activities</b>		
Operating activities:		
- gross margin	790,208	568,773
- services commissions	52,416	155,919
- fee income	122,008	141,373
- market development fund	25,000	50,000
<b>Total revenue from operating activities</b>	<b>989,632</b>	<b>916,065</b>
Non-operating activities:		
- interest received	5,946	10,271
- other revenue	1,185	327
<b>Total revenue from non-operating activities</b>	<b>7,131</b>	<b>10,598</b>
<b>Total revenues from ordinary activities</b>	<b>996,763</b>	<b>926,663</b>

## Note 5. Expenses

Depreciation of non-current assets:

- plant and equipment	4,088	4,798
- leasehold improvements	22,226	22,226
- motor vehicle	6,294	4,826

Amortisation of non-current assets:

- franchise agreement	2,143	2,395
- franchise renewal fee	10,712	11,972
	<b>45,463</b>	<b>46,217</b>

Finance costs:

- interest paid	-	29
<b>Bad debts</b>	<b>448</b>	<b>780</b>
<b>Loss on disposal of asset</b>	<b>3,142</b>	-

## Note 6. Income tax expense/(credit)

The components of tax expense/(credit) comprise:

- Future income tax benefit attributable to losses	(741)	(2,806)
- Movement in deferred tax	8,265	11,926
- Adjustment to deferred tax to reflect change to tax rate in future periods	-	455
- Under/(Over) provision of tax in the prior period	-	(11,106)
	<b>7,523</b>	<b>(1,531)</b>

## Notes to the financial statements (continued)

	2017 \$	2016 \$
Note 6. Income tax expense/(credit) (continued)		
The prima facie tax on profit/(loss) from ordinary activities before income tax is reconciled to the income tax expense/(credit) as follows		
Operating profit/(loss)	27,145	(6,770)
Prima facie tax on profit/(loss) from ordinary activities at 27.5% (2016: 28.5%)	7,465	(1,929)
Add tax effect of:		
- non-deductible expenses	922	319
- timing difference expenses	(9,129)	(1,196)
	<b>(742)</b>	<b>(2,806)</b>
Movement in deferred tax	8,265	11,926
Adjustment to deferred tax to reflect change of tax rate in future periods	-	455
Under/(Over) provision of income tax in the prior year	-	(11,106)
	<b>7,523</b>	<b>(1,531)</b>

## Note 7. Cash and cash equivalents

<b>Cash at bank and on hand</b>	<b>441,960</b>	<b>439,354</b>
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### Note 7.(a) Reconciliation to cash flow statement

The above figures reconcile to the amount of cash shown in the statement of cash flows at the end of the financial year as follows:

<b>Cash at bank and on hand</b>	<b>441,960</b>	<b>439,354</b>
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## Note 8. Trade and other receivables

Trade receivables	83,010	78,674
Prepayments	16,274	26,279
	<b>99,284</b>	<b>104,953</b>

## Note 9. Property, plant and equipment

### Leasehold improvements

At cost	324,246	324,246
Less accumulated depreciation	(72,072)	(49,846)
	<b>252,174</b>	<b>274,400</b>

### Plant and equipment

At cost	73,709	73,711
Less accumulated depreciation	(53,349)	(49,263)
	<b>20,360</b>	<b>24,448</b>

## Notes to the financial statements (continued)

	2017 \$	2016 \$
Note 9. Property, plant and equipment (continued)		
Motor vehicles		
At cost	40,732	38,608
Less accumulated depreciation	(1,666)	(17,202)
	<b>39,066</b>	<b>21,406</b>
<b>Total written down amount</b>	<b>311,600</b>	<b>320,254</b>
<b>Movements in carrying amounts:</b>		
Leasehold improvements		
Carrying amount at beginning	274,400	296,626
Additions	-	-
Disposals	-	-
Less: depreciation expense	(22,226)	(22,226)
<b>Carrying amount at end</b>	<b>252,174</b>	<b>274,400</b>
Plant and equipment		
Carrying amount at beginning	24,448	29,246
Additions	-	-
Disposals	-	-
Less: depreciation expense	(4,088)	(4,798)
<b>Carrying amount at end</b>	<b>20,360</b>	<b>24,448</b>
Motor vehicles		
Carrying amount at beginning	21,406	26,232
Additions	40,732	-
Disposals	(16,778)	-
Less: depreciation expense	(6,294)	(4,826)
<b>Carrying amount at end</b>	<b>39,066</b>	<b>21,406</b>
<b>Total written down amount</b>	<b>311,600</b>	<b>320,254</b>

## Note 10. Intangible assets

Franchise fee		
At cost	82,554	82,554
Less: accumulated amortisation	(76,883)	(74,740)
	<b>5,671</b>	<b>7,814</b>

## Notes to the financial statements (continued)

	2017 \$	2016 \$
Note 10. Intangible assets (continued)		
Renewal processing fee		
At cost	112,770	112,770
Less: accumulated amortisation	(84,414)	(73,701)
	<b>28,356</b>	<b>39,069</b>
<b>Total written down amount</b>	<b>34,027</b>	<b>46,883</b>

## Note 11. Tax

### Current:

<b>Income tax payable</b>	-	<b>7,000</b>
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### Non-Current:

Deferred tax assets		
- accruals	1,481	1,176
- employee provisions	16,851	20,503
- tax losses carried forward	6,922	6,179
	<b>25,254</b>	<b>27,858</b>
Deferred tax liability		
- property plant and equipment	20,261	15,343
	<b>20,261</b>	<b>15,343</b>
<b>Net deferred tax asset</b>	<b>4,993</b>	<b>12,515</b>
<b>Movement in deferred tax charged to Statement of Profit or Loss and Other Comprehensive Income</b>	<b>7,522</b>	<b>5,976</b>

## Note 12. Trade and other payables

### Current:

Trade creditors	5,651	6,375
Other creditors and accruals	40,223	44,294
	<b>45,874</b>	<b>50,669</b>

## Note 13. Provisions

### Current:

Provision for annual leave	29,325	27,368
Provision for long service leave	24,232	38,798
	<b>53,557</b>	<b>66,166</b>

### Non-Current:

<b>Provision for long service leave</b>	<b>7,719</b>	<b>8,391</b>
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# Notes to the financial statements (continued)

	2017 \$	2016 \$
<b>Note 14. Contributed equity</b>		
677,360 ordinary shares fully paid (2016: 677,360)	677,360	677,360
Less: equity raising expenses	(29,904)	(29,904)
	<b>647,456</b>	<b>647,456</b>

## Rights attached to shares

### (a) Voting rights

Subject to some limited exceptions, each member has the right to vote at a general meeting.

On a show of hands or a poll, each member attending the meeting (whether they are attending the meeting in person or by attorney, corporate representative or proxy) has one vote, regardless of the number of shares held. However, where a person attends a meeting in person and is entitled to vote in more than one capacity (for example, the person is a member and has also been appointed as proxy for another member) that person may only exercise one vote on a show of hands. On a poll, that person may exercise one vote as a member and one vote for each other member that person represents as duly appointed attorney, corporate representative or proxy.

The purpose of giving each member only one vote, regardless of the number of shares held, is to reflect the nature of the company as a community based company, by providing that all members of the community who have contributed to the establishment and ongoing operation of the **Community Bank**<sup>®</sup> branch have the same ability to influence the operation of the company.

### (b) Dividends

Generally, dividends are payable to members in proportion to the amount of the share capital paid up on the shares held by them, subject to any special rights and restrictions for the time being attaching to shares. The franchise agreement with Bendigo and Adelaide Bank Limited contains a limit on the level of profits or funds that may be distributed to shareholders. There is also a restriction on the payment of dividends to certain shareholders if they have a prohibited shareholding interest (see below).

### (c) Transfer

Generally, ordinary shares are freely transferable. However, the directors have a discretion to refuse to register a transfer of shares.

Subject to the foregoing, shareholders may transfer shares by a proper transfer effected in accordance with the company's constitution and the Corporations Act 2001.

## Prohibited shareholding interest

A person must not have a prohibited shareholding interest in the company.

In summary, a person has a prohibited shareholding interest if any of the following applies:

- They control or own 10% or more of the shares in the company (the "10% limit").
- In the opinion of the board they do not have a close connection to the community or communities in which the company predominantly carries on business (the "close connection test").

As with voting rights, the purpose of this prohibited shareholding provision is to reflect the community-based nature of the company.

Where a person has a prohibited shareholding interest, the voting and dividend rights attaching to the shares in which the person (and his or her associates) have a prohibited shareholding interest, are suspended.

# Notes to the financial statements (continued)

## Note 14. Contributed equity (continued)

The board has the power to request information from a person who has (or is suspected by the board of having) a legal or beneficial interest in any shares in the company or any voting power in the company, for the purpose of determining whether a person has a prohibited shareholding interest. If the board becomes aware that a member has a prohibited shareholding interest, it must serve a notice requiring the member (or the member's associate) to dispose of the number of shares the board considers necessary to remedy the breach. If a person fails to comply with such a notice within a specified period (that must be between three and six months), the board is authorised to sell the specified shares on behalf of that person. The holder will be entitled to the consideration from the sale of the shares, less any expenses incurred by the board in selling or otherwise dealing with those shares.

In the constitution, members acknowledge and recognise that the exercise of the powers given to the board may cause considerable disadvantage to individual members, but that such a result may be necessary to enforce the prohibition.

	2017 \$	2016 \$
<b>Note 15. Retained earnings</b>		
Balance at the beginning of the financial year	158,277	217,704
Net profit/(loss) from ordinary activities after income tax	19,622	(5,239)
Dividends paid or provided for	(40,641)	(54,188)
<b>Balance at the end of the financial year</b>	<b>137,258</b>	<b>158,277</b>

## Note 16. Statement of cash flows

Reconciliation of profit/(loss) from ordinary activities after tax to net cash provided by operating activities

Profit/(loss) from ordinary activities after income tax	19,622	(5,239)
Non cash items:		
- depreciation	32,608	31,850
- amortisation	12,855	14,367
- loss on disposal of asset	3,142	-
Changes in assets and liabilities:		
- (increase)/decrease in receivables	5,669	(21,493)
- (increase)/decrease in other assets	14,523	1,285
- increase/(decrease) in payables	(4,797)	320
- increase/(decrease) in provisions	(13,281)	8,462
<b>Net cash flows provided by operating activities</b>	<b>70,341</b>	<b>29,552</b>

## Notes to the financial statements (continued)

	2017 \$	2016 \$
<b>Note 17. Leases</b>		
Operating lease commitments		
Non-cancellable operating leases contracted for but not capitalised in the financial statements		
Payable - minimum lease payments:		
- not later than 12 months	61,649	52,744
- between 12 months and 5 years	154,124	184,605
	<b>215,773</b>	<b>237,349</b>

The lease for the branch premises is a 10 year lease which commenced 1 Jan 2011 with 2 further 5 year options to extend available. Rent is payable monthly in advance and is subject to annual CPI increases.

## Note 18. Auditor's remuneration

Amounts received or due and receivable by the auditor of the company for:

- audit and review services	4,200	4,100
- non audit services	3,890	2,915
	<b>8,090</b>	<b>7,015</b>

## Note 19. Director and related party disclosures

The names of directors who have held office during the financial year are:

Kim Michaela Simpson  
Raymond John Marchetti  
Kim Louise Petersen  
Cherie Danielle Willison  
Denise D'Agnone  
Jake Wrighton Branley (Appointed 6 October 2016)  
Jennifer Mary Kish (Resigned 9 June 2017)

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

	2017 \$	2016 \$
Transactions with related parties:		
Kim Simpson is owner/operator of local travel agency, Our Travel Agent. During the financial year the company purchased flights and other travel expenses to attend state and national conferences from the business at net cost. Total for 2017 is:	3,062	8,001

## Notes to the financial statements (continued)

### Note 19. Director and related party disclosures (continued)

	2017	2016
<b>Directors' Shareholdings</b>		
Kim Michaela Simpson	3,001	3,001
Raymond John Marchetti	-	-
Kim Louise Petersen	-	-
Denise D'Agnone	1,000	1,000
Cherie Danielle Willison	100	100
Jake Wrighton Branley (Appointed 6 October 2016)	-	-
Jennifer Mary Kish (Resigned 9 June 2017)	-	-

There was no movement in directors' shareholdings during the year.

	2017 \$	2016 \$
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### Note 20. Dividends paid or provided

#### a. Dividends paid during the year

Current year dividend		
100% (2016: 100%) franked dividend - 6 cents (2016: 8 cents) per share	40,641	54,188

The tax rate at which dividends have been franked is 27.5% (2016: 30%).

#### b. Franking account balance

Franking credits available for subsequent reporting periods are:		
- franking account balance as at the end of the financial year	93,188	115,604
- franking credits/(debits) that will arise from payment/(refund) of income tax as at the end of the financial year	-	(7,000)
- franking debits that will arise from the payment of dividends recognised as a liability at the end of the financial year	-	-
<b>Franking credits available for future financial reporting periods:</b>	<b>93,188</b>	<b>108,604</b>
- franking debits that will arise from payment of dividends proposed or declared before the financial report was authorised for use but not recognised as a distribution to equity holders during the period	-	-
<b>Net franking credits available</b>	<b>93,188</b>	<b>108,604</b>



## Notes to the financial statements (continued)

	2017 \$	2016 \$
<b>Note 21. Key management personnel disclosures</b>		
The directors received remuneration including superannuation, as follows:		
Kim Michaela Simpson	4,000	4,000
Raymond John Marchetti	3,000	3,000
Kim Louise Petersen	-	-
Denise D'Agnone	-	-
Cherie Danielle Willison	3,000	1,250
Jake Wrighton Branley (Appointed 6 October 2016)	-	-
Jennifer Mary Kish (Resigned 9 June 2017)	-	-
	<b>10,000</b>	<b>8,250</b>

### **Community Bank® Directors' Privileges Package**

The board has adopted the **Community Bank®** Directors' Privileges Package. The package is available to all directors, who can elect to avail themselves of the benefits based on their personal banking with the **Community Bank®** branch at Byford and District. There is no requirement to own BEN shares and there is no qualification period to qualify to utilise the benefits. The package mirrors the benefits currently available to Bendigo and Adelaide Bank Limited shareholders. The total benefits received by the directors from the Directors' Privilege Package are \$nil for the year ended 30 June 2017 (2016: \$nil).

	2017 \$	2016 \$
<b>Note 22. Earnings per share</b>		
(a) Profit/(loss) attributable to the ordinary equity holders of the company used in calculating earnings per share	19,622	(5,239)
	<b>Number</b>	<b>Number</b>
(b) Weighted average number of ordinary shares used as the denominator in calculating basic earnings per share	677,360	677,360

### **Note 23. Events occurring after the reporting date**

There have been no events after the end of the financial year that would materially affect the financial statements.

### **Note 24. Contingent liabilities and contingent assets**

There were no contingent liabilities or contingent assets at the date of this report to affect the financial statements.

### **Note 25. Segment reporting**

The economic entity operates in the service sector where it facilitates **Community Bank®** services in Byford and surrounding district of Western Australia pursuant to a franchise agreement with Bendigo and Adelaide Bank Limited.

# Notes to the financial statements (continued)

## Note 26. Registered office/Principal place of business

The entity is a company limited by shares, incorporated and domiciled in Australia. The registered office and principal place of business is:

### Registered Office

6/837 South Western Highway  
Byford WA 6122

### Principal Place of Business

6/837 South Western Highway  
Byford WA 6122

## Note 27. Financial instruments

### Financial Instrument Composition and Maturity Analysis

The table below reflects the undiscounted contractual settlement terms for all financial instruments, as well as the settlement period for instruments with a fixed period of maturity and interest rate.

Financial instrument	Floating interest		Fixed interest rate maturing in						Non interest bearing		Weighted average	
			1 year or less		Over 1 to 5 years		Over 5 years					
	2017 \$	2016 \$	2017 \$	2016 \$	2017 \$	2016 \$	2017 \$	2016 \$	2017 \$	2016 \$	2017 %	2016 %
<b>Financial assets</b>												
Cash and cash equivalents	441,960	439,354	-	-	-	-	-	-	-	-	1.21	1.89
Receivables	-	-	-	-	-	-	-	-	83,010	78,674	N/A	N/A
<b>Financial liabilities</b>												
Payables	-	-	-	-	-	-	-	-	5,651	6,375	N/A	N/A

### Net Fair Values

The net fair values of financial assets and liabilities approximate the carrying values as disclosed in the balance sheet. The company does not have any unrecognised financial instruments at the year end.

### Credit Risk

The maximum exposure to credit risk at balance date to recognised financial assets is the carrying amount of those assets as disclosed in the balance sheet and notes to the financial statements.

There are no material credit risk exposures to any single debtor or group of debtors under financial instruments entered into by the economic entity.

### Interest Rate Risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Interest rate risk arises from the interest bearing financial assets and liabilities in place subject to variable interest rates, as outlined above.

# Notes to the financial statements (continued)

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## Note 27. Financial instruments (continued)

### Sensitivity Analysis

The company has performed sensitivity analysis relating to its exposure to interest rate risk at balance date. This sensitivity analysis demonstrates the effect on the current year results and equity which could result from a change in interest rates.

As at 30 June 2017, the effect on profit and equity as a result of changes in interest rate, with all other variables remaining constant would be as follows:

	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
Change in profit/(loss)		
Increase in interest rate by 1%	4,420	4,394
Decrease in interest rate by 1%	(4,420)	(4,394)
Change in equity		
Increase in interest rate by 1%	4,420	4,394
Decrease in interest rate by 1%	(4,420)	(4,394)

# Directors' declaration

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In accordance with a resolution of the directors of Byford & Districts Community Development Services Limited, we state that:

In the opinion of the directors:

- (a) the financial statements and notes of the company are in accordance with the Corporations Act 2001, including:
  - (i) giving a true and fair view of the company's financial position as at 30 June 2017 and of its performance for the financial year ended on that date; and
  - (ii) complying with Accounting Standards, the Corporations Regulations 2001 and other mandatory professional reporting requirements; and
- (b) there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.
- (c) the audited remuneration disclosures set out in the remuneration report section of the directors' report comply with Accounting Standard AASB124 Related Party Disclosures and the Corporations Regulations 2001.

This declaration is made in accordance with a resolution of the board of directors.



**Kim Michaela Simpson,**  
**Chair**

Signed on the 26th of September 2017.

# Independent audit report

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## Independent auditor's report to the members of Byford & Districts Community Development Services Limited

### Report on the audit of the financial statements

#### Our opinion

In our opinion, the financial report of Byford & Districts Community Development Services Limited is in accordance with the *Corporations Act 2001*, including:

- i. giving a true and fair view of the company's financial position as at 30 June 2017 and of its performance for the year ended on that date; and
- ii. complying with Australian Accounting Standards.

#### What we have audited

Byford & Districts Community Development Services Limited's (the company) financial report comprises the:

- ✓ Statement of profit or loss and other comprehensive income
- ✓ Balance sheet
- ✓ Statement of changes in equity
- ✓ Statement of cash flows
- ✓ Notes comprising a summary of significant accounting policies and other explanatory notes
- ✓ The directors' declaration of the entity.

#### Basis for 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.

In conducting our audit, we have complied with the independence requirements of the *Corporations Act 2001*. We are independent of the Company in accordance with the auditor independence requirements of the *Corporations Act 2001* and 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 audit opinion.

#### Other information

The company usually prepares an annual report that will include the financial statements, directors' report and declaration and our independence declaration and audit report (the financial report). The annual report may also include "other information" on the entity's operations and financial results and financial position as set out in the financial report, typically in a Chairman's report and Manager's report, and reports covering governance and shareholder matters.

# Independent audit report (continued)

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The directors are responsible for the other information. The annual report is expected to be made available to us after the date of this auditor's report.

Our opinion on the financial report does not cover the other information and accordingly we will not express any form of assurance conclusion thereon.

Our responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

If we identify that a material inconsistency appears to exist when we read the annual report (or become aware that the other information appears to be materially misstated), we will discuss the matter with the directors and where we believe that a material misstatement of the other information exists, we will request management to correct the other information.

## **Directors' responsibility for the financial report**

The directors of the company are responsible for the preparation of the financial report so that it gives a true and fair view in accordance with Australian Accounting Standards and the *Corporations Act 2001* and for such internal control as the directors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or cease operations, or have no realistic alternative but to do so.

## **Auditor's responsibility 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. Misstatement can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at: <http://www.auasb.gov.au/home.aspx>. This description forms part of our auditor's report.



**Andrew Frewin Stewart**  
61 Bull Street, Bendigo, 3550  
Dated: 26 September 2017



**David Hutchings**  
Lead Auditor

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