



# Annual Report 2014

Dandenong Ranges  
Community Finance Limited

ABN 28 084 480 035

Upwey **Community Bank**<sup>®</sup> Branch  
Belgrave **Community Bank**<sup>®</sup> Branch  
Cockatoo/Gembrook **Community Bank**<sup>®</sup> Branch  
Olinda-Mt Dandenong branch

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# Chairman's report

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For year ending 30 June 2014

I have pleasure in presenting this Report for 2013/14.

## **Business achievements**

The past year has again been challenging and even difficult relative to business performance. Our achievements continue to be exacerbated by Bendigo and Adelaide Bank correcting the profit share split and the general economic situation. It is important to note the outstanding commitment of your Board, management and staff, who continue to ensure the best performance possible under more difficult conditions. Despite the adverse impact of tighter competition and generally more difficult business conditions, we remain confident that we can drive a recovery and/or grow the business for the three smaller branches in the foreseeable future.

We continue to work productively with our partners who operate the Emerald and Marysville agencies and liaise with them on collaborative business development initiatives.

## **Our staff**

We again are fortunate to enjoy the benefits of a committed and professional team of branch staff. We remain most appreciative for their excellent service standards and their committed approach to their roles and responsibilities.

The past year has seen the departure of Lawry Miller (Olinda-Mt Dandenong branch), Stephanie Bongetti, Dena Chatzikantis and Maurneen McBain (Belgrave **Community Bank**<sup>®</sup> Branch). New appointments since I last reported are: Jacqueline Occhipinti (CSO at Belgrave **Community Bank**<sup>®</sup> Branch), Tracey Kennedy (CSO at Cockatoo/Gembrook **Community Bank**<sup>®</sup> Branch) and Paula Bell (relief CSO based at Upwey **Community Bank**<sup>®</sup> Branch). Kristen Carroll was appointed Customer Relationship Officer at the Belgrave **Community Bank**<sup>®</sup> Branch. Kristen had previously been a Customer Service Officer at our Cockatoo/Gembrook **Community Bank**<sup>®</sup> Branch. We are currently advertising for a CSO at our Olinda-Mt Dandenong branch and a part time CSO at our Belgrave **Community Bank**<sup>®</sup> Branch.

I must also again recognise the outstanding contribution of our Executive Officer Melisa Hepworth. Melisa's role is obviously critical to the optimum performance of our company and is always greatly appreciated. Our Community Liaison Officer Suzan Prass continues to make a valuable contribution and provides excellent support to Melisa, management and the Board.

## **Our management team**

Our management team, led by Mike Fleming, maintains an exemplary standard of Managerial leadership. We enjoy receiving numerous messages of appreciation from customers which, at least in part, is testimony to the service culture generated by our management team. Likewise, our business performance, under challenging circumstances over the past year, is largely due to the efforts of our management team. We again extend our appreciation to Luan Hanlen, Charmaine Jeffery and Elise Turnedge for their ongoing excellent achievements at our Upwey, Belgrave and Cockatoo/Gembrook **Community Bank**<sup>®</sup> branches as well as Olinda-Mt Dandenong branch.

## **Our Board**

Naren Popat has impressed with his most professional performance since assuming the role as Company Secretary and we thank him and his colleague Bimal Sekhon for their valuable input.

I am again proud to record another year of the outstanding contribution of our Board and each Director. We continue to benefit from their overall commitment, mutual respect and the team culture that has existed since the inception of the Board.

# Chairman's report (continued)

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We bid farewell to Director Peter Jones in March, who retired from his position on the Board. Peter was a significant contributor to our Board and had been a Director from the very start of the company. Fifteen years valued service was greatly appreciated by all and we wish him all the best.

We also received the resignation of a relatively new Director Adele Withers. Adele was only with us for six months but made a most valuable contribution. We thank her also for her constructive and cooperative input to the Board.

We recently welcomed Deborah Weber from Kalorama to our Board. Deb is the Treasurer of the Mount Dandenong-Kalorama Fire Brigade, is a practicing Certified Accountant and is already providing valuable input to Board business.

I also express my personal appreciation to our Deputy Chairman, Jean McLennan, for her loyal and valuable support to me as Chairman and in particular, her counsel and willingness to represent the company in my absence. Jean also most capably is Chairman of the Audit Committee.

We also record our appreciation to Craig Dennis for his leadership of our Business Development and Human Resources Committees. The Business Development committee meets monthly and is responsible for a challenging and important role which includes our marketing and business development initiatives.

We also thank those Directors who participated on all committees and who represent our company on local committees and community events etc. Some Directors also assume the responsibility for Building maintenance and social media etc for which we are most grateful.

I again thank Tony Thompson for his excellent work in promoting our business in the Marysville Triangle area.

## **Our community support initiatives**

Your Board has approved \$163,406 in grants and sponsorships during 2013/14. This results in a total commitment of \$1.9 million since we commenced these initiatives. The significant items for this financial year that have been committed and/or realised are: the Olinda Reserve Community Facility – \$250,000 contribution; Thermal Imaging Cameras to local brigades at a cost of \$60,000; a commitment to the South Belgrave Community Precinct Development Fund of \$100,000 towards a new facility similar to the Olinda project. We are proud to support these commendable community projects and hope it will influence other efforts to secure grants etc.

We continue to be represented on the project committees of the Upwey (UT CRASH) project and the Emerald community project auspiced by the Eastern Dandenong Ranges Project Group. You will recall that we committed \$250,000 to each of these projects. The Emerald project is still to progress to a stage whereby we can progress our support. Similarly, the consultative committee established following the Belgrave Community Forum we convened in 2011 has been unable to produce an appropriate project for our consideration and unfortunately we resolved to temporarily suspend our commitment to a community project in the Belgrave area at this time. However, our Board recently resolved to contribute \$100,000 of the amount previously allocated to the Belgrave area to the proposed new community facility at the Belgrave South recreation reserve.

## **Your investment**

It has been decided to allocate a dividend of 5 cents per share this 2013/14 year. This is the same as the amount paid in the last two financial years.

## **Bendigo and Adelaide Bank support**

We continue to maintain an excellent relationship and enjoy valuable support from Bendigo and Adelaide Bank. We particularly thank our previous Regional Manager, Mark Nolan, for his personal support and cooperation along with our previous Operations Manager Natalie Goold who has now assumed the Regional Manager role; our Retail Operations Manager – Meagan Johnstone and numerous other Operations, Business Banking, Marketing and support staff, who also provide valued assistance and support.

# Chairman's report (continued)

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## **Business development**

We continue to strengthen our commitment to market our business via local media and social media and promotional opportunities such as local community events, seminars, sponsorships etc which appear to be productive and are being extended.

Our successful 'Club Rewards Programme' continues to be an outstanding success for both our community partners and ourselves. To date, we have contributed \$32,400 to participating Clubs/Groups which has resulted in an additional \$24.8 million of business gained from this Programme.

## **Governance**

Our Audit Committee continues to assist the Board with our Governance and fiduciary responsibilities. All Policies and procedures are reviewed by this Committee, including our OH&S procedures and other risk management arrangements. Additionally, our Human Resources Committee provides valuable support in the area of its charter. Viz:- Staff structures; Relevant support to Management; Resource planning and management and Industrial issues.

I thank you for the opportunity to present this report and commend it to you.



**Peter Marke AFSM JP MAICD**  
**Chairman**

# Senior Group Manager's report

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For year ending 30 June 2014

2013/14 was a challenging year with the financial market strongly competing in a low rate environment, with other financial institutions offering the lowest interest rates for lending for a long time.

Pressure is put on our branches to work smarter and harder and as a Group we achieved growth of \$13.4 million with our current funds being \$325 million at 30 June 2014.

Once again we have targeted our sporting groups, clubs and associations with our 'Club Rewards Programme'. This has delivered total of business to us of \$10.2 million this year and benefited the group by \$13,330 which makes their fund raising a bit easier.

Marysville agency keeps growing and has been relocated to the Main Street which, with the ATM, has a much better exposure. Cockatoo has had minor renovations to enable installation of a Customer Relationship Officer's desk in the main banking area.

Well done to my Branch Managers, as well as all the staff members for their work during the last financial year.



**Mike Fleming**  
**Senior Group Manager**

# Secretary's report

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For year ending 30 June 2014

## Financial results

The Group reported a net profit before tax, sponsorships and grants of \$477,026 for the year ended 30 June 2014, compared to \$645,652 in the previous year. The decrease of \$168,626 in the net profit for the current year is due to a downturn in the general economic climate and the Bendigo and Adelaide Bank correcting the profit share split. The Upwey and Belgrave **Community Bank**<sup>®</sup> branches have continued to show profits before tax, sponsorships and grants. We expect the Cockatoo/Gembrook **Community Bank**<sup>®</sup> branches and Olinda-Mt Dandenong branch to become profitable in a few years.

The Group net profit after tax has decreased by \$151,058 from \$368,936 in 2013 to \$217,878 in 2014.

## Financial position

The financial position of the Group continues to remain strong with total assets of \$3.488 million and total liabilities of \$262,212 resulting in a net equity position of \$3.226 million at 30 June 2014. This is an increase of \$106,776 from the previous year.

The cash balances at 30 June 2014 amounted to \$2.460 million which is an increase of \$156,225 from the previous year.

## Managers and staff

Our Senior Manager, Mike Fleming continued his role in overseeing and assisting Branch Managers and growing the business of the Group. We thank Mike Fleming and the Branch Managers; Luan Hanlen, Charmaine Jeffery and Elise Turnedge and all the staff for their excellent performance at Upwey, Belgrave and Cockatoo/Gembrook **Community Bank**<sup>®</sup> branches and Olinda-Mt Dandenong branch.

## Dividends

The Board recommended a fully franked dividend of 5 cents per share that was paid out during the year. A fully franked dividend of 5 cents per share is to be paid in December 2014.

## Shareholder information

The administration of the share registry is being managed by Melisa Hepworth, our Executive Officer, who we thank for her outstanding contribution. All shareholders are advised that they must inform Melisa of a change of address to ensure that all correspondence and dividend payments are received by them. Also, all shareholders receiving their dividends by direct credit must please ensure that Melisa is informed of any changes to their banking details. Melisa can be contacted on 9754 6540 or 0400 110 385.



**Naren Popat, B.Acc, CA, MTax**  
**Secretary**



# Directors' report

For the financial year ended 30 June 2014

Your Directors present their report of the company for the financial year ended 30 June 2014. The information in the preceding operating and financial review forms part of this Directors' report for the financial year ended 30 June 2014 and is to be read in conjunction with the following information:

## Directors

The following persons were Directors of Dandenong Ranges Community Finance Limited during or since the end of the financial year up to the date of this report:

Name and position held	Qualifications	Experience and other Directorships
<b>Peter Marke</b> Director since Sep 1998 Chairman	Justice of the Peace Member of Australian Institute of Company Directors	Director of Fire & Recovery Planning Pty Ltd Former Board Member of Bendigo Adelaide Bank Strategic Advisory Board Former Board Member Country Fire Authority.
<b>Peter Jones</b> Director since Sep 1998 Director Resigned on 20/03/2014	Certified Civil Engineer Licensed Builder	Director of PX.J Constructions from 1981 to 2013 Sole Director of P & J Jones Super P/L from 1987 to present.
<b>Karel Coxhill</b> Director since Sep 1998 Director		
<b>Jean McLennan</b> Director since Jan 2003 Director	Associate Diploma of Business Accounting	Member ALPMA (Australian Legal Practice Management Association) Associate Member LIV (Law Institute of Victoria).
<b>Anthony Thompson</b> Director since Sep 1998 Director		Chair - Lake Mountain Alpine Resort Chair - DEPI-Long Term Contracts Chair - Gallipoli Park Committee of Management Director - Regional Development Australia.
<b>Craig Dennis</b> Director since Jul 2010 Director		Director and Part owner of AchieveIT Australia Pty Ltd Director and Part owner of Australian Project & Consulting Services Pty Ltd Director and Part owner of Intelligrate Pty Ltd.
<b>John Faull</b> Director since Mar 2008 Director	Certificate 3 in Aged Care	Director of Collier Pty Ltd 50 Years experience in CFA as volunteer 10 Years experience in Aged Care and Manager of Management company operating Rhodoglade Retirement.



# Directors' report (continued)

## Directors (continued)

Name and position held	Qualifications	Experience and other Directorships
<b>Robert Fredericks</b> Director since Jun 2011 Director Resigned on 08/08/2013	Bachelor of Business (Accounting & Marketing) CPA (Qualified)	12 Years Experience working in corporate accounting and finance.
<b>Shane Miller</b> Director since Oct 2012 Director	Intermediate Certificate	Director Energize Australia Pty Ltd (2005-2007) Director of Sercurity Response Pty Ltd (1999-Present).
<b>Adele Withers</b> Director since Oct 2013 Director Resigned on 18/03/2014		
<b>Deborah Weber</b> Director since Jun 2014 Director	CA SMSF Specialist Accreditation Grad Dip of Chartered Acc. Bachelor of Economics	Member and Treasurer of Kalorama & Mt Dandenong Rural Fire Brigade.

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

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

### Principal activities

The principal activities of the company during the course of the financial year were in providing **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.

### Review of operations

The profit of the company for the financial year after provision for income tax was \$217,878 (2013 profit: \$368,936), which is a 40.9% decrease as compared with the previous year.

The net assets of the company have increased to \$3,226,405 (2013: \$3,119,629). The increase is largely due to an increase in cash at bank.

### Dividends

	Year ended 30 June 2014	
	Cents per share	\$
Dividends paid in the year: final dividend:	5	111,102

# Directors' report (continued)

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## **Significant changes in the state of affairs**

No significant changes in the company's state of affairs occurred during the financial year.

## **Events subsequent to reporting date**

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

## **Remuneration report**

### Remuneration policy

There has been no remuneration policy developed as Director positions are held on a voluntary basis and Directors are not remunerated for their services.

### Remuneration benefits and payments

Other than detailed below, 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. 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.

Administration fees, for the reimbursement of expenses, were paid during the year to Peter Marke amounting to \$15,000 (2013: \$15,000).

Coller Pty Ltd, of which John Faull is a Director, received payments totalling \$675 for building maintenance during the year ended 30 June 2014.

Security Response Pty Ltd, of which Shane Miller is a Director, received payments totalling \$789 for maintenance on the company's alarm system.

The Dandenong Ranges Community Finance Limited has accepted the Bendigo and Adelaide Bank Limited's **Community Bank**<sup>®</sup> 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 branch. There is no requirement to own Bendigo and Adelaide Bank Limited 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 Directors have estimated the total benefits received from the Directors Privilege Package to be \$NIL for the year ended 30 June 2014.

## **Indemnifying Officers or Auditor**

The company has agreed to indemnify each Officer (Director, Secretary or employee) out of assets of the company to the relevant extent against any liability incurred by that person arising out of the discharge of their duties, except where the liability arises out of conduct involving dishonesty, negligence, breach of duty or the lack of good faith. The company also has Officers Insurance for the benefit of Officers of the company against any liability occurred by the Officer, which includes the Officer's liability for legal costs, in or arising out of the conduct of the business of the company or in or arising out of the discharge of the Officer's duties.

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.

# Directors' report (continued)

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## Directors' meetings

The number of Directors' meetings held during the year were 13. Attendances by each Director during the year were as follows:

Director	Board meetings #	Audit Committee Meetings #
Peter Marke	13 (13)	4 (4)
Peter Jones	8 (10)	N/A
Karel Coxhill	9 (13)	3 (4)
Jean McLennan	13 (13)	4 (4)
Anthony Thompson	9 (13)	2 (2)
Craig Dennis	10 (13)	N/A
John Faull	1 2(13)	1 (1)
Robert Fredericks	0 (1)	0 (4)
Shane Miller	13 (13)	1 (1)
Adele Withers	5 (6)	1 (1)
Deborah Weber	0 (1)	N/A

# The first number is the meetings attended while in brackets is the number of meetings eligible to attend.  
N/A - not a member of that committee.

## Likely developments

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

## Environmental regulations

The company is not subject to any significant environmental regulation. However, the Board believes that the company has adequate systems in place for the management of its environment requirements and is not aware of any breach of these environmental requirements as they apply to the company.

## Proceedings on behalf of company

No person has applied for leave of court to bring proceedings on behalf of the company or 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 any part of those proceedings. The company was not a party to any such proceedings during the year.

## Company Secretary

Naren Popat has been the Company Secretary of Dandenong Ranges Community Finance Limited since 2013. Naren Popat's qualifications and experience include a Bachelor Of Commerce and Masters of Tax and over 25 years experience as a practising accountant.

# Directors' report (continued)

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## **Non audit services**


The Board of Directors, in accordance with advice from the Audit Committee are satisfied that the provision of non audit services during the year is compatible with the general standard of independence for Auditors imposed by the Corporations Act 2001. The Directors are satisfied that the services disclosed in Note 5 did not compromise the external Auditor's independence for the following reasons:

- all non audit services are reviewed and approved by the Audit Committee prior to commencement to ensure they do not adversely affect the integrity and objectivity of the Auditor; and
- the nature of the services provided does not compromise the general principles relating to Auditor independence in accordance with APES 110 "Code of Ethics for Professional Accountants" set by the Accounting Professional and Ethical Standards Board.

## **Auditor independence declaration**

A copy of the Auditor's independence declaration as required under section 307C of the Corporations Act 2001 is set at page 12 of this financial report. No Officer of the company is or has been a partner of the Auditor of the company.

Signed in accordance with a resolution of the Board of Directors at Upwey, Victoria on 10 September 2014.



**Peter Marke**  
**Director**

# Auditor's independence declaration

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10<sup>th</sup> September 2014

The Directors  
Dandenong Ranges Community Finance Limited  
P.O Box 399  
FERNTREE GULLY VIC 3156

Dear Directors,

To the Directors of Dandenong Ranges Community Finance Limited

## **Auditor's Independence Declaration under section 307C of the Corporations Act 2001**

I declare that to the best of my knowledge and belief, during the year ended 30 June 2014 there has been:

- (i) No contraventions of the auditor independence requirements as set out in 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 'P. P. Delahunty', written over a horizontal line.

**P. P. Delahunty**  
Partner  
Richmond Sinnott & Delahunty

# Financial statements

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## Statement of profit or loss and Other Comprehensive Income for the year ended 30 June 2014

	Note	2014 \$	2013 \$
Revenue	2	2,959,460	3,123,081
Employee benefits expense	3	(1,561,393)	(1,574,998)
Depreciation and amortisation expense	3	(119,535)	(129,576)
Bad and doubtful debts expense	3	(4,984)	(3,991)
Other expenses		(796,522)	(768,864)
<b>Operating profit before charitable donations &amp; sponsorships</b>		<b>477,026</b>	<b>645,652</b>
Charitable donations and sponsorships		(144,273)	(120,690)
<b>Profit before income tax expense</b>		<b>332,753</b>	<b>524,962</b>
Tax expense	4	114,875	156,026
<b>Profit for the year</b>		<b>217,878</b>	<b>368,936</b>
Other comprehensive income		-	-
<b>Total comprehensive income</b>		<b>217,878</b>	<b>368,936</b>
Profit attributable to members of the company		217,878	368,936
<b>Total comprehensive income attributable to members of the company</b>		<b>217,878</b>	<b>368,936</b>
<b>Earnings per share (cents per share)</b>			
- basic for profit for the year	20	9.81	16.60

The accompanying notes form part of these financial statements.

# Financial statements (continued)

## Statement of financial position as at 30 June 2014

	Note	2014 \$	2013 \$
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	6	2,460,597	2,304,372
Trade and other receivables	7	232,260	227,303
<b>Total current assets</b>		<b>2,692,857</b>	<b>2,531,675</b>
<b>Non-current assets</b>			
Property, plant and equipment	8	767,994	805,770
Intangible assets	9	27,766	63,861
<b>Total non-current assets</b>		<b>795,760</b>	<b>869,631</b>
<b>Total assets</b>		<b>3,488,617</b>	<b>3,401,306</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	10	88,452	146,002
Provisions	11	150,717	51,506
<b>Total current liabilities</b>		<b>239,169</b>	<b>197,508</b>
<b>Non current liabilities</b>			
Provisions	11	23,043	84,169
<b>Total non current liabilities</b>		<b>23,043</b>	<b>84,169</b>
<b>Total liabilities</b>		<b>262,212</b>	<b>281,677</b>
<b>Net assets</b>		<b>3,226,405</b>	<b>3,119,629</b>
<b>Equity</b>			
Issued capital	12	701,300	701,300
Retained earnings	13	2,525,105	2,418,329
<b>Total equity</b>		<b>3,226,405</b>	<b>3,119,629</b>

The accompanying notes form part of these financial statements.



## Financial statements (continued)

### Statement of changes in equity for the year ended 30 June 2014

	Note	Issued capital \$	Retained earnings \$	Total equity \$
<b>Balance at 1 July 2012</b>		<b>701,300</b>	<b>2,160,495</b>	<b>2,861,795</b>
Total comprehensive income for the year		-	368,936	368,936
Transactions with owners, in their capacity as owners				
Shares issued during the year		-	-	-
Dividends paid or provided	21	-	(111,102)	(111,102)
<b>Balance at 30 June 2013</b>		<b>701,300</b>	<b>2,418,329</b>	<b>3,119,629</b>
<b>Balance at 1 July 2013</b>		<b>701,300</b>	<b>2,418,329</b>	<b>3,119,629</b>
Total comprehensive income for the year		-	217,878	217,878
Transactions with owners, in their capacity as owners				
Shares issued during the year		-	-	-
Dividends paid or provided	21	-	(111,102)	(111,102)
<b>Balance at 30 June 2014</b>		<b>701,300</b>	<b>2,525,105</b>	<b>3,226,405</b>

The accompanying notes form part of these financial statements.

# Financial statements (continued)

## Statement of cash flows for the year ended 30 June 2014

	Note	2014 \$	2013 \$
<b>Cash flows from operating activities</b>			
Receipts from customers		2,592,041	3,359,963
Payments to suppliers and employees		(2,201,015)	(2,770,194)
Interest received		83,128	91,893
Income tax paid		(161,164)	(202,615)
<b>Net cash provided by/(used in) operating activities</b>	<b>14b</b>	<b>312,990</b>	<b>479,047</b>
<b>Cash flows from investing activities</b>			
Proceeds from sale of property, plant & equipment		11,084	-
Purchase of property, plant & equipment		(56,747)	(19,595)
<b>Net cash flows from/(used in) investing activities</b>		<b>(45,663)</b>	<b>(19,595)</b>
<b>Cash flows from financing activities</b>			
Dividends paid		(111,102)	(111,102)
<b>Net cash provided by/(used in) financing activities</b>		<b>(111,102)</b>	<b>(111,102)</b>
<b>Net increase/(decrease) in cash held</b>		<b>156,225</b>	<b>348,350</b>
Cash and cash equivalents at beginning of financial year		2,304,372	1,956,022
<b>Cash and cash equivalents at end of financial year</b>	<b>14a</b>	<b>2,460,597</b>	<b>2,304,372</b>

The accompanying notes form part of these financial statements.

# Notes to the financial statements

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For year ended 30 June 2014

These financial statements and notes represent those of Dandenong Ranges Community Finance Limited.

Dandenong Ranges Community Finance Limited ('the company') is a company limited by shares, incorporated and domiciled in Australia.

The financial statements were authorised for issue by the Directors on 10 September 2014.

## Note 1. Summary of significant accounting policies

### (a) Basis of preparation

These general purpose financial statements have been prepared in accordance with the Corporations Act 2001, Australian Accounting Standards and Interpretations of the Australian Accounting Standards Board and International Financial Reporting Standards as issued by the International Accounting Standards Board. The company is a for profit entity for financial reporting purposes under Australian Accounting Standards. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non current assets, financial assets and financial liabilities.

#### Economic dependency

The company has entered into a franchise agreement with Bendigo and Adelaide Bank Limited that governs the management of the **Community Bank**<sup>®</sup> branches.

The branches operate 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> branches on behalf of Bendigo and Adelaide Bank Limited, however all transactions with customers conducted through the **Community Bank**<sup>®</sup> branches 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.

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 in relation to:

- Advice and assistance in relation to the design, layout and fit out of the **Community Bank**<sup>®</sup> branch;
- Training for the Branch Managers and other employees in banking, management systems and interface protocol;

# 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 (continued)

- 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; and
- Sale techniques and proper customer relations.

### **(b) Income tax**

The income tax expense for the year comprises current income tax expense and deferred tax expense.

Current income tax expense charged to profit or loss is the tax payable on taxable income. Current tax liabilities/(assets) are measured at the amounts expected to be paid to/(recovered from) the relevant taxation authority.

Deferred income tax expense reflects movements in deferred tax asset and deferred tax liability balances during the year as well as unused tax losses.

Current and deferred income tax expense/(income) is charged or credited outside profit or loss when the tax relates to items that are recognised outside profit or loss.

Deferred tax assets relating to temporary differences and unused tax losses are recognised only to the extent that it is probable that future taxable profit will be available against which the benefits of the deferred tax asset can be utilised.

Deferred income tax assets and liabilities are measured at the tax rates that are expected to apply to the year when the asset is realised or the liability is settled.

### **(c) Fair value of assets and liabilities**

The company measures some of its assets and liabilities at fair value on either a recurring or non-recurring basis, depending on the requirements of the applicable Accounting Standard.

Fair value is the price the company would receive to sell an asset or would have to pay to transfer a liability in an orderly (ie unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair value of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (ie the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset or minimises the payments made to transfer the liability, after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

# Notes to the financial statements (continued)

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

### (c) Fair value of assets and liabilities (continued)

The fair value of the liabilities and the entity's own equity instruments may be valued, where there is no observable market price in relation to the transfer of such financial instrument, by reference to observable market information where such instruments are held as assets. Where this information is not available, other valuation techniques are adopted, and where significant, are detailed in the respective note to the financial statements.

### (d) Property, plant and equipment

Each class of property, plant and equipment is carried at cost or fair value as indicated, less, where applicable, any accumulated depreciation and impairment losses.

#### Property

Freehold land and buildings are measured at cost and therefore are carried at cost less accumulated depreciation and any accumulated impairment. In the event the carrying amount of land and buildings is greater than the estimated recoverable amount, the carrying amount is written down immediately to the estimated recoverable amount and impairment losses are recognised in profit or loss. A formal assessment of recoverable amount is made when impairment indicators are present.

The carrying amount of land and buildings is reviewed annually by Directors to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the asset's employment and subsequent disposal.

#### Plant and equipment

Plant and equipment are measured on the cost basis and therefore carried at cost less accumulated depreciation and any accumulated impairment. In the event the carrying amount of plant and equipment is greater than the estimated recoverable amount, the carrying amount is written down immediately to the estimated recoverable amount and impairment losses are recognised either in profit or loss or as a revaluation decrease if the impairment losses relate to a revalued asset. A formal assessment of recoverable amount is made when impairment indicators are present.

The carrying amount of plant and equipment is reviewed annually by Directors to ensure it is not in excess of the recoverable amount of these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the asset's employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

#### Depreciation

The depreciable amount of all fixed assets including buildings and capitalised leased assets, but excluding freehold land, is depreciated on a straight-line basis over the asset's useful life to the company commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable asset are:

<b>Class of asset</b>	<b>Depreciation rate</b>
Buildings	2.5%
Leasehold improvements	2 - 7%
Plant & equipment	10 - 100%

# Notes to the financial statements (continued)

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

### **(d) Property, plant and equipment (continued)**

#### Depreciation (continued)

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An assets' carrying amount is written down immediately to its recoverable amount if the assets' carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are recognised in profit or loss in the period in which they arise. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

### **(e) Impairment of assets**

At each reporting period, the company assesses whether there is any indication that an asset may be impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less cost to sell and value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard. Any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

### **(f) Goods and services tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows included in receipts from customers or payments to suppliers.

### **(g) Employee benefits**

#### Short-term employee benefits

Provision is made for the company's obligation for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

#### Other long-term employee benefits

Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations.

# Notes to the financial statements (continued)

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

### **(g) Employee benefits (continued)**

#### Other long-term employee benefits (continued)

The company's obligation for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the company does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

### **(h) Intangibles**

Establishment costs have been initially recorded at cost and amortised on a straight line basis at a rate of 20% per annum. The current amortisation charges for intangible assets are included under depreciation and amortisation expense per the Statement of Profit or Loss and Other Comprehensive Income.

### **(i) Cash and cash equivalents**

Cash and cash equivalents include cash on hand, deposits available on demand with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are reported within short-term borrowings in current liabilities in the statement of financial position.

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.

### **(j) Revenue**

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. Revenue comprises service commissions and other income received by the company.

Interest, dividend and fee revenue is recognised when earned.

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

### **(k) Trade and other receivables**

Trade and other receivables include amounts due from customers for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Trade and other receivables are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment.

### **(l) Trade and other payables**

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

### **(m) Borrowing costs**

Borrowing costs are recognised in profit or loss in the period in which they are incurred.



# Notes to the financial statements (continued)

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

### **(n) New and amended accounting policies adopted by the company**

#### Employee benefits

The company adopted AASB 119: Employee Benefits (September 2011) and AASB 2011-10: Amendments to Australian Accounting Standards arising from AASB 119 (September 2011) from the mandatory application date of 1 January 2013. The company has applied these Standards retrospectively in accordance with AASB 108: Accounting Policies, Changes in Accounting Estimates and Errors and the transitional provisions of AASB 119 (September 2011).

For the purpose of measurement, AASB 119 (September 2011) defines obligations for short-term employee benefits as obligations expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related services. In accordance with AASB 119 (September 2011), provisions for short-term employee benefits are measured at the (undiscounted) amounts expected to be paid to employees when the obligation is settled, whereas provisions that do not meet the criteria for classification as short-term (other long-term employee benefits) are measured at the present value of the expected future payments to be made to employees.

As the company expects that all of its employees would use all of their annual leave entitlements earned during a reporting period before 12 months after the end of the reporting period, adoption of AASB 119 (September 2011) did not have a material impact on the amounts recognised in respect of the company's employee provisions. Note also that adoption of AASB 119 (September 2011) did not impact the classification of leave entitlements between current and non-current liabilities in the company's financial statements.

AASB 119 (September 2011) also introduced changes to the recognition and measurement requirements applicable to termination benefits and defined benefit plans. As the company did not have any of these types of obligations in the current or previous reporting periods, these changes did not impact the company's financial statements.

#### Fair value measurement

The company has applied AASB 13: Fair Value Measurement and the relevant consequential amendments arising from the related Amending Standards prospectively from the mandatory application date of 1 January 2013 and in accordance with AASB 108 and the specific transitional requirements in AASB 13.

AASB 13 defines fair value, sets out in a single Standard a framework for measuring fair value, and requires disclosures about fair value measurement.

No material adjustments to the carrying amounts of any of the company's assets or liabilities were required as a consequence of applying AASB 13. Nevertheless, AASB 13 requires enhanced disclosures regarding assets and liabilities that are measured at fair value and fair values disclosed in the company's financial statements.

The disclosure requirements in AASB 13 need not be applied by the company in the comparative information provided for periods before initial application of AASB 13 (that is, periods beginning before 1 January 2013). However, as some of the disclosures now required under AASB 13 were previously required under other Australian Accounting Standards, such as AASB 7: Financial Instruments: Disclosures, the company has provided this previously provided information as comparatives in the current reporting period.

# Notes to the financial statements (continued)

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

### **(o) New accounting standards for application in future periods**

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the company.

The company has decided not to early adopt any of the new and amended pronouncements. The company's assessment of the new and amended pronouncements that are relevant to the company but applicable in the future reporting periods is set below:

#### **(i) AASB 9 Financial Instruments and associated Amending Standards (applicable for annual reporting periods commencing on or after 1 January 2017).**

This Standard will be applicable retrospectively and includes revised requirements for the classification and measurement of financial instruments, revised recognition and derecognition requirements for financial instruments and simplified requirements for hedge accounting.

Although the Directors anticipate that the adoption of AASB 9 may have an impact on the company's financial instruments, it is impractical at this stage to provide a reasonable estimate of such impact.

#### **(ii) AASB 2012-3: Amendments to Australian Accounting Standards - Offsetting Financial Assets and Financial Liabilities (applicable for annual reporting periods commencing on or after 1 January 2014).**

This Standard provides clarifying guidance relating to the offsetting of financial instruments, which is not expected to impact the company's financial statements.

#### **(iii) AASB 2013-3: Amendments to AASB 136 - Recoverable Amount Disclosures for Non-Financial Assets (applicable for annual reporting periods commencing on or after 1 January 2014).**

This Standard amends the disclosure requirements in AASB 136: Impairment of Assets pertaining to the use of fair value in impairment assessment and is not expected to significantly impact the company's financial statements.

### **(p) Loans and borrowings**

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

### **(q) Provisions**

Provisions are recognised when the company has a legal or constructive obligation, as a result of past events, for which it is probable that the outflow of economic benefits will result and the outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

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.

### **(r) Share capital**

Issued and paid up capital is 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.

### **(s) Comparative figures**

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

# Notes to the financial statements (continued)

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

### **(t) Critical accounting estimates and judgements**

The Directors evaluate estimates and judgements incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the company. Estimates and judgements are reviewed on an ongoing basis. Revision to accounting estimates are recognised in the period in which the estimates are revised and in any future periods affected. The estimates and judgements that have a significant risk of causing material adjustments to the carrying values of assets and liabilities are as follows:

#### Estimation of useful lives of assets

The company determines the estimated useful lives and related depreciation and amortisation charges for its property, plant and equipment and intangible assets. The depreciation and amortisation charge will increase where useful lives are less than previously estimated lives.

#### Employee benefits provision

Assumptions required for wage growth and CPI movements. The likelihood of employees reaching unconditional service is estimated. Treatment of leave is as per updated AASB 119 standard.

#### Income tax

The company is subject to income tax. Significant judgement is required in determining the deferred tax asset or the provision for income tax liability. Deferred tax assets are recognised only when it is considered sufficient future profits will be generated. The assumptions made regarding future profits is based on the company's assessment of future cash flows.

#### Impairment

The company assesses impairment at the end of each reporting period by evaluating conditions and events specific to the company that may be indicative of impairment triggers. Recoverable amounts of relevant assets are reassessed using value in use calculations which incorporate various key assumptions.

### **(u) Financial instruments**

#### Initial recognition and measurement

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the company commits itself to either purchase or sell the asset (ie trade date accounting is adopted). Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to the profit or loss immediately.

#### Classification and subsequent measurement

Financial instruments are subsequently measured at fair value less amortised cost using the effective interest method or cost.

Amortised cost is calculated as the amount at which the financial asset or financial liability is measured at initial recognition less principal repayments and any reduction for impairment, and adjusted for any cumulative amortisation of the difference between that initial amount and the maturity amount calculated using the effective interest method.

# Notes to the financial statements (continued)

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

### **(u) Financial instruments (continued)**

#### Classification and subsequent measurement (continued)

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discount estimated future cash payments or receipts over the expected life (or where this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability.

#### (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. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

#### (ii) Financial liabilities

Non derivative financial liabilities are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial liability is derecognised.

#### Impairment

A financial asset (or group of financial assets) is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a “loss event”) having occurred, which has an impact on the estimated future cash flows of the financial asset(s).

In the case of financial assets carried at amortised cost loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency on interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial asset is reduced directly if no impairment amount was previously recognised in the allowance account.

When the terms of financial assets that would otherwise have been past due or impaired have been renegotiated, the company recognises the impairment for such financial assets by taking into account the original terms as if the terms have not been renegotiated so that the loss events that have occurred are duly considered.

#### Derecognition of financial instruments

Financial assets are derecognised when the contractual rights to receipt of cash flows expire 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. Financial liabilities are derecognised when the related obligations are discharged, cancelled or have expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

## Notes to the financial statements (continued)

	2014 \$	2013 \$
<b>Note 2. Revenue and other income</b>		
Revenue		
- services commissions	2,873,684	3,027,060
	<b>2,873,684</b>	<b>3,027,060</b>
Other revenue		
- interest received	83,128	91,893
- other revenue	2,648	4,128
	<b>85,776</b>	<b>96,021</b>
<b>Total revenue</b>	<b>2,959,460</b>	<b>3,123,081</b>

## Note 3. Expenses

Employee benefits expense		
- wages and salaries	1,280,862	1,340,849
- superannuation costs	196,004	154,971
- other costs	84,527	79,178
	<b>1,561,393</b>	<b>1,574,998</b>
Depreciation of non-current assets:		
- plant and equipment	69,752	79,826
- buildings	10,182	10,174
- leasehold improvements	3,506	3,481
Amortisation of non-current assets:		
- intangible assets	36,095	36,095
	<b>119,535</b>	<b>129,576</b>
Bad debts	4,984	3,991

## Note 4. Tax expense

a. The components of tax expense comprise

- current tax expense	114,875	156,026
- deferred tax expense/(income) relating to the origination and reversal of temporary differences	-	-
- recoupment of prior year tax losses	-	-
- adjustments for under/(over) provision of current income tax of previous years	-	-
	<b>114,875</b>	<b>156,026</b>

## Notes to the financial statements (continued)

	2014 \$	2013 \$
Note 4. Tax expense (continued)		
b. The prima facie tax on profit from ordinary activities before income tax is reconciled to the income tax expense as follows:		
Prima facie tax on profit before income tax at 30% (2013: 30%)	99,826	157,488
Add tax effect of:		
- Adjustments in respect of current income tax of previous year	-	-
- Utilisation of previously unrecognised carried forward tax losses	-	-
- Non-deductible expenses	15,049	(1,462)
<b>Current income tax expense</b>	<b>114,875</b>	<b>156,026</b>
<b>Income tax attributable to the entity</b>	<b>114,875</b>	<b>156,026</b>
The applicable weighted average effective tax rate is	34.52%	29.72%

## Note 5. Auditors' remuneration

Remuneration of the Auditor for:

<b>- Audit or review of the financial report</b>	<b>4,300</b>	<b>4,150</b>
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## Note 6. Cash and cash equivalents

Cash at bank and on hand	265,496	122,363
Short-term bank deposits	2,195,101	2,182,009
	<b>2,460,597</b>	<b>2,304,372</b>

The effective interest rate on short-term bank deposits was between 3.25% - 3.5% (2013: 4.05% - 4.10%); these deposits have an average maturity of days.

## Note 7. Trade and other receivables

### Current

Trade debtors	223,197	227,303
Tax asset	9,063	-
	<b>232,260</b>	<b>227,303</b>

# Notes to the financial statements (continued)

## Note 7. Trade and other receivables (continued)

### Credit risk

The company has no significant concentration of credit risk with respect to any single counterparty or group of counterparties other than those receivables specifically provided for and mentioned within this note. The main sources of credit risk to the company are considered to relate to the classes of assets described as trade and other receivables and “loans”.

The following table details the company’s trade and other receivables exposed to credit risk (prior to collateral and other credit enhancements) with ageing analysis and impairment provided for thereon. Amounts are considered as “past due” when the debt has not been settled, within the terms and conditions agreed between the company and the customer or counterparty to the transaction. Receivables that are past due are assessed for impairment by ascertaining solvency of the debtors and are provided for where there are specific circumstances indicating that the debt may not be fully repaid to the company.

The balances of receivables that remain within initial trade terms (as detailed in the table below) are considered to be high credit quality.

	Gross amount	Past due and impaired	Past due but not impaired			Not past due
			< 30 days	31-60 days	> 60 days	
<b>2014</b>						
Trade receivables	223,197	-	-	-	-	223,197
Tax asset	9,063	-	-	-	-	9,063
<b>Total</b>	<b>232,260</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>232,260</b>
<b>2013</b>						
Trade receivables	227,303	-	-	-	-	227,303
<b>Total</b>	<b>227,303</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>227,303</b>

**2014**  
**\$**

**2013**  
**\$**

## Note 8. Property, plant and equipment

### Land

At cost	136,909	136,909
<b>Buildings</b>		
At cost	406,960	406,960
Less accumulated depreciation	(82,488)	(72,314)
	<b>324,472</b>	<b>334,646</b>

### Leasehold improvements

At cost	61,780	52,194
Less accumulated depreciation	(30,771)	(27,257)
	<b>31,009</b>	<b>24,937</b>



## Notes to the financial statements (continued)

	2014 \$	2013 \$
Note 8. Property, plant and equipment (continued)		
<b>Plant and equipment</b>		
At cost	1,076,431	1,067,331
Less accumulated depreciation	(800,827)	(758,053)
	<b>275,604</b>	<b>309,278</b>
<b>Total written down amount</b>	<b>767,994</b>	<b>805,770</b>
<b>Movements in carrying amounts</b>		
<b>Land</b>		
Balance at the beginning of the reporting period	136,909	136,909
Additions	-	-
Disposals	-	-
Depreciation expense	-	-
<b>Balance at the end of the reporting period</b>	<b>136,909</b>	<b>136,909</b>
<b>Buildings</b>		
Balance at the beginning of the reporting period	334,646	344,820
Additions	-	-
Disposals	-	-
Depreciation expense	(10,174)	(10,174)
<b>Balance at the end of the reporting period</b>	<b>324,472</b>	<b>334,646</b>
<b>Leasehold improvements</b>		
Balance at the beginning of the reporting period	24,937	28,418
Additions	9,586	-
Disposals	-	-
Depreciation expense	(3,514)	(3,481)
<b>Balance at the end of the reporting period</b>	<b>31,009</b>	<b>24,937</b>
<b>Plant and equipment</b>		
Balance at the beginning of the reporting period	309,278	369,507
Additions	47,161	19,597
Disposals	(11,083)	-
Depreciation expense	(69,752)	(79,826)
<b>Balance at the end of the reporting period</b>	<b>275,604</b>	<b>309,278</b>

## Notes to the financial statements (continued)

	2014 \$	2013 \$
<b>Note 9. Intangible assets</b>		
<b>Franchise fee</b>		
At cost	319,562	319,562
Less accumulated amortisation	(291,796)	(255,701)
	<b>27,766</b>	<b>63,861</b>
<b>Total Intangible assets</b>	<b>27,766</b>	<b>63,861</b>
<b>Movements in carrying amounts</b>		
<b>Franchise fee</b>		
Balance at the beginning of the reporting period	63,861	99,956
Additions	-	-
Disposals	-	-
Amortisation expense	(36,095)	(36,095)
<b>Balance at the end of the reporting period</b>	<b>27,766</b>	<b>63,861</b>

## Note 10. Trade and other payables

<b>Current</b>		
Unsecured liabilities:		
Trade creditors	7,541	55,347
Other creditors and accruals	80,911	53,430
Tax liability	-	37,225
	<b>88,452</b>	<b>146,002</b>

## Note 11. Provisions

<b>Employee benefits</b>	<b>173,760</b>	<b>135,675</b>
<b>Movement in employee benefits</b>		
Opening balance	135,675	153,817
Additional provisions recognised	119,371	83,290
Amounts utilised during the year	(81,286)	(101,432)
<b>Closing balance</b>	<b>173,760</b>	<b>135,675</b>
<b>Current</b>		
Annual leave	59,582	51,506
Long-service leave	91,135	-
	<b>150,717</b>	<b>51,506</b>

## Notes to the financial statements (continued)

	2014 \$	2013 \$
Note 11. Provisions (continued)		
<b>Non-current</b>		
Long-service leave	23,043	84,169
	23,043	84,169
<b>Total provisions</b>	<b>173,760</b>	<b>135,675</b>

### Provision for employee benefits

Provision for employee benefits represents amounts accrued for annual leave and long service leave.

The current portion for this provision includes the total amount accrued for annual leave entitlements and the amounts accrued for long service leave entitlements that have vested due to employees having completed the required period of service. Based on past experience the company does not expect the full amount of annual leave or long service leave balances classified as current liabilities to be settled within the next 12 months. However, these amounts must be classified as current liabilities since the company does not have an unconditional right to defer the settlement of these amounts in the event employees wish to use their leave entitlement.

The non-current portion for this provision includes amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service.

	2014 \$	2013 \$
Note 12. Share capital		
701,300 Ordinary shares fully paid of \$1 each	701,300	701,300
1,520,739 Ordinary shares issued for no consideration as bonus shares on 27 April 2005		
Less: Equity raising costs	-	-
	<b>701,300</b>	<b>701,300</b>

### Movements in share capital

Fully paid ordinary shares:		
At the beginning of the reporting period	701,300	701,300
Shares issued during the year	-	-
<b>At the end of the reporting period</b>	<b>701,300</b>	<b>701,300</b>

Ordinary shares participate in dividends and the proceeds on winding up of the company in proportion to the number of shares held. At the shareholders' meetings each shareholder is entitled to one vote when a poll is called, or on a show of hands. The company does not have authorised capital or par value in respect of its issued shares. All issued shares are fully paid. All shares rank equally with regard to the company's residual assets.

### 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 Statement of Financial Position.

# Notes to the financial statements (continued)

## Note 12. Share capital (continued)

### Capital management (continued)

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

- (i) 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; and
- (ii) 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 2014 can be seen in the Statement of Profit or Loss and Comprehensive Income.

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

	2014 \$	2013 \$
Balance at the beginning of the reporting period	2,418,329	2,160,495
Profit after income tax	217,878	368,936
Dividends	(111,102)	(111,102)
<b>Balance at the end of the reporting period</b>	<b>2,525,105</b>	<b>2,418,329</b>

## Note 13. Retained earnings

## Note 14. Statement of cash flows

### (a) Cash and cash equivalents balances as shown in the statement of financial position can be reconciled to that shown in the statement of cash flows as follows

As per the statement of financial position	2,460,597	2,304,372
<b>As per the statement of cash flow</b>	<b>2,460,597</b>	<b>2,304,372</b>

### (b) Reconciliation of profit / (loss) after tax to net cash provided from/(used in) operating activities

Profit after income tax	217,878	368,936
Non cash items		
- Depreciation	83,440	93,481
- Amortisation	36,095	36,095

## Notes to the financial statements (continued)

	2014 \$	2013 \$
Note 14. Statement of cash flows (continued)		
Changes in assets and liabilities		
- (Increase) decrease in receivables	4,106	26,070
- Increase (decrease) in payables	(20,424)	22,097
- Increase (decrease) in provisions	38,184	(21,042)
- Increase (decrease) in current tax liability / refundable	(46,289)	(46,590)
<b>Net cash flows from/(used in) operating activities</b>	<b>312,990</b>	<b>479,047</b>

## Note 15. Related party transactions

The company's main related parties are as follows:

### (a) Key management personnel

Any person(s) having authority or responsibility for planning, directing or controlling the activities of the entity, directly or indirectly including any Director (whether executive or otherwise) of that company is considered key management personnel.

### (b) Other related parties

Other related parties include close family members of key management personnel and entities that are controlled or jointly controlled by those key management personnel, individually or collectively with their close family members.

### (c) Transactions with key management personnel and related parties.

Other than detailed below, no key management personnel or related party has entered into any contracts with the company. No Director fees have been paid as the positions are held on a voluntary basis.

Administration fees, for the reimbursement of expenses, were paid during the year to Peter Marke amounting to \$15,000 (2013: \$15,000).

Coller Pty Ltd, of which John Faull is a Director, received payments totalling \$675 for building maintenance during the year ended 30 June 2014.

Security Response Pty Ltd, of which Shane Miller is a Director, received payments totalling \$789 for maintenance on the company's alarm system.

The Dandenong Ranges Community Finance Limited has accepted the Bendigo and Adelaide Bank Limited's **Community Bank**<sup>®</sup> 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 branch. There is no requirement to own Bendigo and Adelaide Bank Limited 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 Directors have estimated the total benefits received from the Directors Privilege Package to be NIL for the year ended 30 June 2014.

# Notes to the financial statements (continued)

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## Note 15. Related party transactions (continued)

### (d) Key management personnel shareholdings

The number of ordinary shares in Dandenong Ranges Community Finance Limited held by each key management personnel of the company during the financial year is as follows:

	2014	2013
Peter Marke	133,255	133,255
Peter Jones	90,010	90,010
Karel Coxhill	51,435	51,435
Jean McLennan	9,135	9,135
Anthony Thompson	32,500	32,500
Craig Dennis	-	-
John Faull	-	-
Robert Fredericks	-	-
Shane Miller	-	-
Adele Withers	-	-
Deborah Weber	-	-

There was no movement in key management personnel shareholdings during the year. Each share held has a paid up value of \$1 and is fully paid.

### (e) Other key management transactions

There has been no other transactions involving equity instruments other than those described above.

## Note 16. Events after the reporting period

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

## Note 17. Contingent liabilities and assets

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

## Note 18. Operating segments

The company operates in the financial services sector where it provides banking services to its clients. The company operates in one geographic area being Dandenong Ranges, Victoria. The company has a franchise agreement in place with Bendigo and Adelaide Bank Limited who account for 100% of the revenue (2013: 100%).

# Notes to the financial statements (continued)

## Note 19. Company details

The registered office and principle place of business is: 30 Main Street, Upwey VIC 3158

2014	2013
\$	\$

## Note 20. Earnings per share

Basic earnings per share amounts are calculated by dividing profit / (loss) after income tax by the weighted average number of ordinary shares outstanding during the year.

Diluted earnings per share amounts are calculated by dividing profit / (loss) after income tax by the weighted average number of ordinary shares outstanding during the year (adjusted for the effects of any dilutive options or preference shares).

The following reflects the income and share data used in the basic and diluted earnings per share computations:

<b>Profit/(loss) after income tax expense</b>	<b>217,878</b>	<b>368,936</b>
<b>Weighted average number of ordinary shares for basic and diluted earnings per share</b>	<b>2,222,039</b>	<b>2,222,039</b>

## Note 21. Dividends paid or provided for on ordinary shares

### (a) Dividends paid during the year

<b>Final fully franked ordinary dividend of 5 cents per share (2013: 5 cents) franked at the tax rate of 30% (2013: 30%).</b>	<b>111,102</b>	<b>111,102</b>
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### (b) Franking credit balance

The amount of franking credits available for the subsequent financial year are:

- Franking account balance as at the end of the financial year	1,295,123	1,181,573
- Franking credits / (debits) that will arise from the payment / (refund) of income tax payable as at the end of the financial year	(9,064)	37,225
	<b>1,286,059</b>	<b>1,218,798</b>



# Notes to the financial statements (continued)

## Note 22. Financial risk management

The company's financial instruments consist mainly of deposits with banks, account receivables and payables, bank overdraft and loans. The totals for each category of financial instruments measured in accordance with AASB 139 as detailed in the accounting policies are as follows:

	Note	2014 \$	2013 \$
<b>Financial assets</b>			
Cash and cash equivalents	6	2,460,597	2,304,372
Trade and other receivables	7	232,260	227,303
<b>Total financial assets</b>		<b>2,692,857</b>	<b>2,531,675</b>
<b>Financial liabilities</b>			
Trade and other payables	10	88,452	146,002
<b>Total financial liabilities</b>		<b>88,452</b>	<b>146,002</b>

### Financial risk management policies

The Board of Directors has overall responsibility for the establishment and oversight of the risk management framework. The Board has established an Audit Committee which reports regularly to the Board. The Audit Committee is assisted in the area of risk management by an internal audit function.

### Specific financial risk exposure and management

The main risks the company is exposed to through its financial instruments are credit risk, liquidity risk and market risk consisting of interest rate risk, foreign currency risk and other price risk. There have been no substantial changes in the types of risks the company is exposed to, how the risks arise, or the Board's objectives, policies and processes for managing or measuring the risks from the previous period.

#### **(a) Credit risk**

Credit risk is the risk of financial loss to the company if a customer or counterparty to a financial instrument fails to meet its contractual obligations. For the company it arises from receivables and cash assets.

Credit risk is managed through maintaining procedures that ensure, to the extent possible, that clients and counterparties to transactions are of sound credit worthiness. Such monitoring is used in assessing receivables for impairment. Credit terms for normal fee income are generally 30 days from the date of invoice. For fees with longer settlements, terms are specified in the individual client contracts. In the case of loans advanced, the terms are specific to each loan.

The maximum exposure to credit risk by class of recognised financial assets at the end of the reporting period is equivalent to the carrying amount and classification of those financial assets as presented in the statement of financial position.

The company's exposure to credit risk is limited to Australia by geographic area. The majority of receivables are due from Bendigo and Adelaide Bank Limited.

None of the assets of the company are past due (2013: nil past due) and based on historic default rates, the company believes that no impairment allowance is necessary in respect of assets not past due.

The company limits its exposure to credit risk by only investing in liquid securities with Bendigo and Adelaide Bank Limited and therefore credit risk is considered minimal.

## Notes to the financial statements (continued)

	2014 \$	2013 \$
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Note 22. Financial risk management (continued)

### (a) Credit risk (continued)

Cash and cash equivalents:

A rated	2,460,597	2,304,372
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### (b) Liquidity risk

Liquidity risk is the risk that the company will not be able to meet its financial obligations as they fall due. The company ensures it will have enough liquidity to meet its liabilities when due under both normal and stressed conditions. Liquidity management is carried out within the guidelines set by the Board.

Typically, the company maintains sufficient cash on hand to meet expected operational expenses, including the servicing of financial obligations. This excludes the potential impact of extreme circumstances that cannot reasonably be predicted, such as natural disasters.

In addition the company has established an overdraft facility of NIL with Bendigo and Adelaide Bank Limited.

The table below reflects an undiscounted contractual maturity analysis for financial liabilities.

Cash flows realised from financial assets reflect management's expectation as to the timing of realisation. Actual timing may therefore differ from that disclosed. The timing of cash flows presented in the table to settle financial liabilities reflects the earliest contractual settlement dates and does not reflect management's expectations that banking facilities will be rolled forward.

Financial liability and financial asset maturity analysis:

30 June 2014	Note	Total \$	Within 1 year \$	1 to 5 years \$	Over 5 years \$
<b>Financial liabilities due</b>					
Trade and other payables	10	88,452	88,452	-	-
<b>Total expected outflows</b>		<b>88,452</b>	<b>88,452</b>	-	-
<b>Financial assets - realisable</b>					
Cash & cash equivalents	6	2,460,597	2,460,597	-	-
Trade and other receivables	7	232,260	232,260	-	-
<b>Total anticipated inflows</b>		<b>2,692,857</b>	<b>2,692,857</b>	-	-
<b>Net inflow on financial instruments</b>		<b>2,604,405</b>	<b>2,604,405</b>	-	-

## Notes to the financial statements (continued)

### Note 22. Financial risk management (continued)

#### (b) Liquidity risk (continued)

30 June 2013	Note	Total \$	Within 1 year \$	1 to 5 years \$	Over 5 years \$
<b>Financial liabilities due</b>					
Trade and other payables	10	146,002	146,002	-	-
<b>Total expected outflows</b>		<b>146,002</b>	<b>146,002</b>	-	-
<b>Financial assets - realisable</b>					
Cash & cash equivalents	6	2,304,372	2,304,372	-	-
Trade and other receivables	7	227,303	227,303	-	-
<b>Total anticipated inflows</b>		<b>2,531,675</b>	<b>2,531,675</b>	-	-
<b>Net inflow on financial instruments</b>		<b>2,385,673</b>	<b>2,385,673</b>	-	-

\* The Bank overdraft has no set repayment period and as such all has been included as current.

#### (c) Market risk

Market risk is the risk that changes in market prices, such as interest rates, will affect the company's income or the value of its holdings of financial instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters.

Exposure to interest rate risk arises on financial assets and financial liabilities recognised at the end of the reporting period whereby a future change in interest rates will affect future cash flows or the fair value of fixed rate financial instruments.

The financial instruments that primarily expose the company to interest rate risk are fixed interest securities, and cash and cash equivalents.

#### Sensitivity analysis

The following table illustrates sensitivities to the company's exposures to changes in interest rates and equity prices. The table indicates the impact on how profit and equity values reported at the end of the reporting period would have been affected by changes in the relevant risk variable that management considers to be reasonably possible.

## Notes to the financial statements (continued)

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Note 22. Financial risk management (continued)

**(c) Market risk (continued)**

Sensitivity analysis (continued)

These sensitivities assume that the movement in a particular variable is independent of other variables.

	<b>Profit \$</b>	<b>Equity \$</b>
<b>Year ended 30 June 2014</b>		
+/- 1% in interest rates (interest income)	24,606	24,606
	<b>24,606</b>	<b>24,606</b>
<b>Year ended 30 June 2013</b>		
+/- 1% in interest rates (interest income)	23,044	23,044
	<b>23,044</b>	<b>23,044</b>

The company has no exposure to fluctuations in foreign currency.

**(d) Price risk**

The company is not exposed to any material price risk.

# Directors' declaration

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In accordance with a resolution of the Directors of Dandenong Ranges Community Finance Limited, the Directors of the company declare that:

- 1 the financial statements and notes, as set out on pages 13 to 39 are in accordance with the Corporations Act 2001 and:
  - (i) comply with Australian Accounting Standards, which as stated in accounting policy Note 1(a) to the financial statements constitutes compliance with International Financial Reporting Standards (IFRS); and
  - (ii) give a true and fair view of the company's financial position as at 30 June 2014 and of the performance for the year ended on that date;
- 2 in the Directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This resolution is made in accordance with a resolution of the Board of Directors.



**Peter Marke**  
**Director**

Signed at Upwey on 10 September 2014.

# Independent audit report

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Chartered Accountants

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## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF DANDENONG RANGES COMMUNITY FINANCE LIMITED**

### **Report on the Financial Report**

We have audited the accompanying financial report of Dandenong Ranges Community Finance Limited, which comprises the statement of financial position as at 30 June 2014, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the directors' declaration of the company at the year's end.

#### *Directors' Responsibility for the Financial Report*

The directors of the company are responsible for the preparation of the financial report that 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 gives a true and fair view and is free from material misstatement, whether due to fraud or error. In Note 1, the directors also state, in accordance with Accounting Standard AASB 101: Presentation of Financial Statements, that the financial statements comply with International Financial Reporting Standards (IFRS).

#### *Auditor's Responsibility*

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the company's preparation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the directors, as well as evaluating the overall presentation of the financial report.

# Independent audit report (continued)

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

## *Independence*

In conducting our audit, we have complied with the independence requirements of the Corporations Act 2001. We confirm that the independence declaration required by the Corporations Act 2001, which has been given to the directors of Dandenong Ranges Community Finance Limited, would be in the same terms if provided to the directors as at the time of this auditor's report.

## *Auditor's Opinion*

In our opinion:

- (a) the financial report of Dandenong Ranges Community Finance 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 2014 and of its performance for the year ended on that date; and
  - (ii) complying with Australian Accounting Standards (including Australian Accounting Interpretations) and the Corporations Regulations 2001; and
- (b) the financial report also complies with the International Financial Reporting Standards as disclosed in Note 1.

**RICHMOND SINNOTT & DELAHUNTY**  
Chartered Accountants



**P. P. Delahunty**  
Partner

Dated at Bendigo, 10<sup>th</sup> September 2014



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