



HARVEY

Community Resource Centre

ANNUAL REPORT

2023-2024



Proudly supported by



Department of
Primary Industries and
Regional Development



Contents

Who We Are.....	3
What We Do.....	4
Chairperson’s Report	5
Manager’s Report	6
Year in Summary	7
Government Services	8
Economic and Business Development Support	9
Social Development Support.....	11
Services and Products	12
Building Community Connections	13
Our Team.....	14
Our Supporters	16
Treasurer’s Report	16
Financial Statements	18

Who We Are

Harvey Community Resource Centre is an independent, not-for-profit organisation whose aim is to provide access to government and community services and information, and undertake economic, business, and social development opportunities in a professional and caring manner for the community of Harvey and surrounding areas.

We are funded by a state government contract with the Department of Primary Industries & Regional Development (DPIRD) and supported by the Shire of Harvey through an advocacy/support service Partnership Agreement. A variety of one-off grants for projects provide additional funding, and a mix of user-pay services provides us with a few

small independent income streams. We are agents for Services Australia, the National Disability Insurance Scheme (NDIS), and Transwa (*The Australind train/coach service*), which allows us to offer a five-day, weekly service to the people of Harvey and surrounding towns.

Harvey District Information

The 2023 Estimated Resident Population for Harvey District was 4,621, with a population density of approximately 19.38 persons per square km, and a land area of 232.9 square km (2021).

Harvey District is bounded by the localities of Cookernup in the north, Hoffman in the east, Mornington, Bengier, Mitchell Road, and Wellesley in the south, and the localities of Binningup and Myalup in the west.

- Harvey's multicultural community grew from 19.7% in 2015, to 29.2% between 2016 and 2021.
- In 2021, 96.3% of the town was employed (60.1% full-time, 30.5% part-time, and approx. 5.7% volunteered) - 3.7% were unemployed.
- Manufacturing is the highest employing industry – 27.2%, with agriculture, forestry, and fishing being the second highest at 11.9%.

Our Vision



To be an inclusive, welcoming, and supportive community information and service organisation – providing opportunities for our community to thrive and grow

Our Mission



To foster, develop, and increase community access to services and information to support the economic and social development of the Shire of Harvey by providing access to information, delivery of community-led training, social activities, and communication services

What We Do



Access to government services

- Access to local and state government information and services
- Video conference services
- Services Australia Agency (Centrelink, Medicare, Child Support, My Aged Care, NDIS)
- Information and support



Economic and business development support

- Referral service to business development and employment support services
- Facilitate business development activities, seminars, and initiatives
- Business incubation support services
- Information and support



Social development support

- Referrals to social support services
- Support and advocacy for community living with disability to apply for NDIS Access
- Multicultural, Indigenous, LGBTQIA+, Disability, and Hardship support services
- Facilitate inclusive social development activities, seminars, and initiatives
- Information and support



Services and products

- Social enterprise approach to provide access to services and products which have strong local demand but are not economically viable to deliver in a for-profit business model



Building community connections

- Communication strategies including our community newspaper, website, and social media platforms
- Community social events
- Engagement with the community via feedback, surveys, and community group meetings

Chairperson's Report

Welcome everyone to our 2024 AGM. I want to begin by acknowledging the Traditional Owners of Bindjareb country on which we meet today and pay my respects to Elders past and present. How fortunate are we to live in this beautiful place!

Thanks to my fellow Management Committee members for your dedication, attending meetings, volunteering your time, contributing your skills and knowledge, and reading and replying to emails. And equally, thank you, Tracey-Ann, for your contribution, hard work, unpaid hours, and dedication.

Thanks also to the other staff members – Leesa and Jehan, who moved on this year; Jo, Sarah, Ness, Riley who is dividing his time between the CRC and Harvey Aboriginal Corporation and also Jude, our regular administration volunteer who also offers her services as a JP. They again have made a great team this past year.

The next 12 months will be exciting with the introduction to the Staying in Place program – a new chapter for the centre and the Harvey community.

Thanks to my fellow Management Committee members for your dedication, attending meetings, volunteering your time, contributing your skills and knowledge, and reading and replying to emails.

Thank you all for your interest in Harvey CRC and for attending tonight. I look forward to another 12 months of success



Anne Haylock

Chairperson

Manager's Report

An “out-of-the-box” approach was adopted this year to keep us moving forward with our initiatives and activities, reworking initiatives to better accommodate the needs of our community and introducing services to address newly identified gaps in service provision.

Harvey Village Hub

Our *Village Hub Collective* initiative was chosen as a finalist in the 2024 DPIRD annual conference Collaboration Award this year. Affectionately known as the Harvey Village Hub, our Support Collective grew and evolved further as the year progressed. Introduction of the Staying in Place Program will see us expanding the Village Hub in December this year and incorporating Staying in Place and a Virtual Village (similar to what Pingelly CRC is running), which will assist us to address ongoing issues related to service provision in Harvey.

HCRC Unity in Action: Blooming Community Project

A staged project over three years, our vision for this initiative was to bring the community together in various activities to encourage a sharing of cultures, talents, abilities, and interests, to reduce the isolation and loneliness felt by so many due to differences. Our outdoor undercover area commenced reactivation in 2021 with the introduction of all-weather blinds, in 2022 with an outdoor kitchen, and this year, with a grant application to Lotterywest for storage, furniture, and equipment – which will offer our community increased access to this space after hours once the final stage of the project is complete. Although many of the activities run through the day are free of charge, bookings for after-hours use by community groups for their own functions will attract a fee and will generate a much-needed passive income for the Centre.



Tracey-Ann Davis

Centre Manager

Services Australia – Agent

We were transitioned from an Access Point to an Agency two years ago, and this year became an NDIS Agent.

HCRC Volunteer Hub

Ongoing challenges with sourcing volunteers necessitated an “out-of-the-box” perspective this year. We now have an arrangement with a local NDIS provider to place their clients who are interested in volunteering, within the CRC, or with other collaborating organisations. We are also keen to engage our CaLD community in volunteering, which would assist with their integration into the community.

Back2Basics Program

A program designed to develop and prepare long-term unemployed, mature-age, and a diverse range of people with various barriers, for employment or further study. Due to popular demand, this year we included the option of individual sessions tailored to our clients' needs, which proved very successful. Our *B2B – Let's Talk Work program* assisted with 24 job applications, 13 job placements, and the completion of 4 White Cards. 23 Participated in individual sessions, and 9 completed the program.

Thanks

Last, but not least, I'd like to thank the HCRC staff team for their dedication and hard work throughout the year – especially Leesa who, after seven years with the CRC, left in May for new adventures, and Jehan, who left in August this year after three years with the team. A special thank you also, to our Management Committee, for their time, dedication, and unfailing support for everything we do.

Year in Summary



590

People provided government and community information



12

Workshops delivered



16

Overall services we provide our community



3

Successful grants received



5

Local people employed



15

Volunteers engaged



45

Community events held



127

Hot office bookings



254

Collaborations with other community groups



101

One-one-one IT training sessions provided

Government Services

Government Access Point

Centrelink Agency, MyGov, NDIS and related services

Being a Services Australia Agency keeps our team very busy. This year we continued to experience a rise in demand from new migrants and multicultural residents for support with visa enquiries, passport applications and renewals, translation, and completion of forms through MyGov, creation of MyGov accounts, and other related issues.

In October this year we were offered the opportunity of becoming an NDIS agent as well, due to the number of residents our Centre is supporting.

Videoconferencing Connections

Demand for support to link to doctors, lawyers, and court attendance appointments continued throughout the year. As doctors and other agencies become less available to our community in person, the demand for our services increases.

Remote linkup by our manager for meetings, training sessions, and conferences, also continued regularly throughout the year, and several Management Committee meetings were held via Teams or Zoom due to committee members being out of town.



Above: A CRC Team member assisting a customer with an online application

Government Hot Office

A range of government hot office bookings took place this year, among them being Department of Communities - Child Protection meetings, Shire of Harvey - International Day of Disability morning tea, Harvey Early Years Network – monthly meeting, and Lotterywest, who came to Harvey to speak with local groups and organisations about their grants. Several of these organisations utilised our outdoor undercover area, which has become popular for larger events.

Economic & Business Development Support

Our Back2Basics Program - *Let's Talk Work Module* continued to thrive this year. Tailoring the program around the needs of our community proved a turning point for engagement and participation.

The Back2Basics Program offers our team the flexibility to include a variety of topics that reflect the needs of the community.

Our “Let's Talk Work” module is based on four quarterly rotations, five days per week, and offers:

- Online Job Searches
- Resume Writing
- Cover Letters & Essential Criteria
- Presentation & Grooming

However, the revised format allows students who find it difficult to work in groups, to have individual online or phone sessions tailored around their needs instead.



Above: Sandra with one of our participants who achieved his White Card

The Program continued to thrive over the year, and the basic preparation course evolved into an inclusive program that supports participants in preparing for secondary education, applying for White Cards, and jobs

Collaboration

It's difficult for not-for-profit organisations, such as CRCs, to remain sustainable without collaboration with local businesses and other community organisations. Strong partnerships with Harvey Aboriginal Corporation, atWork Australia, Workforce Australia, and SR TAFE, help us to identify gaps and priorities in service provision, which support us in developing new pathways to local employment.

This year the Back2Basics Program assisted our community with:
24 Job applications,
13 Job placements,
4 White Cards, completion of.
23 Participated in individual sessions, and
9 participants completed the program.

Business Incubation

Continues to be an important element of this Program. We have been able to introduce a variety of new initiatives while partnering with fledgling businesses that were looking for support.

Special Thanks to Sandra Della, owner and operator of *The Wright Way Ahead - Inspirational Technologist & Community and Workplace Trainer*, again this year, for her dedication to the participants and the development of the program.



Economic & Business Development Support

Work experience, volunteering, and the DPIRD Traineeship Program are also important elements of our Back2Basics Program.

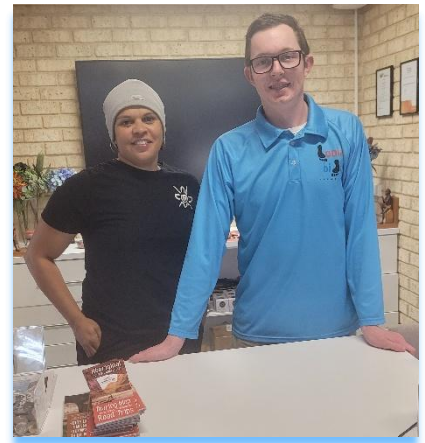
Volunteering

Harvey High School Secondary School Engagement Program (SSEP) students have volunteered in the HCRC Community Garden for the past six years, gaining practical experience for their Certificate II in Horticulture. The experience gained through their volunteering assists them to achieve points for their high school graduation.

Work Placement

Work experience wasn't undertaken by any students at Harvey High School this year, however, we placed a mature-age person registered with Recovre – *an organisation that assists injured workers to rehabilitate before returning to work* – for a short period before she was required to undergo further surgery. This was a unique experience which we were pleased to be a part of.

Riley Olde commenced a twelve-month Certificate III Business traineeship with us in June 2024. His traineeship is shared with Harvey Aboriginal Corporation and their Boola Bidi Dreaming Centre.



Above: Riley with Ninnette Comito, Coordinator for Boola Bidi Dreaming Centre



Business Traineeship. Riley Olde commenced with us in June after unavoidable delays earlier in the year. Our mutual intention is for Riley to be offered a position at either of the two centres once he completes his traineeship, with a preference to go to Harvey Aboriginal Corporation, whom we have developed the traineeship for.

We thank Harvey Aboriginal Corporation for their friendship, support, and collaboration over the last four years.

Traineeships

We received a DPIRD Traineeship grant in 2023 which we chose on a Certificate III

Social Development Support

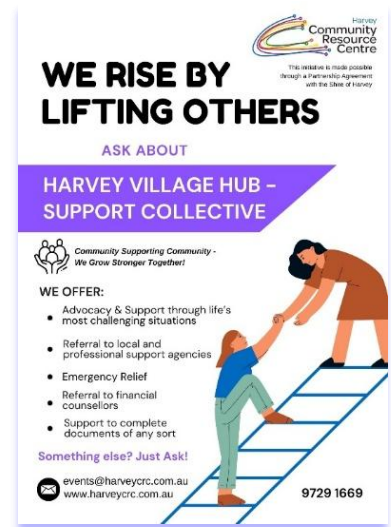
This has been a very busy year. Our Village Hub Collective was selected as a finalist in the 2024 DPIRD Collaboration Awards this year, an achievement we're proud to have. Now well known in Harvey as the Harvey Village Hub, our initiative will soon expand to encompass two new arms of the Hub – Staying in Place, and Virtual Village – which will commence in early December.

Harvey Village Hub – Support Collective

HCRC collaborated with the St Vincent de Paul Annual Christmas & Community Appeal in 2022 and 2023. This year Harvey Village Hub was invited to share coordination. The Appeal has been run by St Vincent de Paul in Harvey for many years, but due to the number of organisations that are now collaborating in the Appeal, it has officially become the Harvey Village Hub – Support Collective Appeal. Organisations involved in raising funds and packing Christmas hampers last year were HCRC, St Vincent de Paul, Harvey Family Support Service, and Harvey Church of Christ. St Paul's Anglican Church and local Youthcare Chaplains were added to the list this year as well.



Emma, one of the Harvey Village Hub – Support Collective team, packing Christmas Hampers in 2023



Staying in Place Program & Virtual Village

We're excited to be incorporating the Staying in Place Program, and Virtual Village service into our Village Hub in December as well – an initiative developed by Pingelly CRC which is now operating in approximately 50 CRCs.

Local Drug Action Team

HCRC became the Lead for a local drug action team this year, collaborating with Holyoake who are funded to coordinate the program.



Harvey Village Hub – Support Collective: 2024 Christmas & Community Appeal



Above: Our Local Drug Action Team's first meeting

Services and Products

We have a variety of smaller income streams that supplement the funding we receive from grants and keep us moving forward, developing and identifying new services that meet the needs of our community.

Room Hire

Room Hire is one of our main independent income streams and is a fee-for-service product. Rooms are hired out to the community, or community organisations and outreaching services for exam supervision, office space, meeting rooms, videoconferencing sessions, information sessions, and workshops.



Outdoor Venue Hire

Our outdoor undercover area has become quite popular and numerous activities were undertaken there throughout the year. We recently applied for a Lotterywest grant to complete the reactivation of the garden to make it more accessible to our community for after-hours activities.



Above: HCRC Community Garden – now in demand for outdoor meetings and events

Technology Support

We assist our seniors and general community with computer lessons, support with their

technology devices, minor repairs, troubleshooting, and general operation. Increased demand for the service instigated a decision to introduce a nominal fee for appointments longer than thirty minutes, to enable us to spend more time with customers.

Foodbank

The mobile Foodbank truck visits Harvey every fortnight. Referrals are made through *Harvey Village Hub – Support Collective* agencies, and a Foodbank card is sent to customers. This is an invaluable service, especially with transport being such a challenge, and many of our community now access the service. Due to cost-of-living pressures, Foodbank made the service available to anyone in need earlier this year.



Above: Fortnightly Foodbank

Services Australia

HCRC is a Services Australia Agency and supports the community to engage with Centrelink, Medicare, Child Support, and My Aged Care through their MyGov accounts on the Centrelink Access Point.

In October this year, Services Australia also transitioned us to an NDIS agency.

Transwa

HCRC is also an agency for Transwa, and tickets for the Australind train service (now Coach) can be purchased at the Centre.

Building Community Connections

Partnerships with community groups and like-minded organisations continued this year, strengthening relationships with some, and offering opportunities for us to forge new collaborations with others.

Harvey BizCom Network

Ongoing challenges related to time and commitments saw the BizCom Network amend its meeting style to bi-monthly meetings via Teams instead. The change proved a successful way to refocus the group and cut meeting times down by half.

End-of-Life Planning

HCRC was one of 26 CRCs that received a Palliative Care WA grant for End-of-Life Planning. We hosted an informative and successful morning tea to introduce our initiative and to start the conversation. Our next event is planned for 28 March 2025 – The Last Goodbye Expo 2025 - will bring together local agencies involved in End-of-Life Planning, funeral directors, support groups, Palliative Care WA, and Compassionate Communities.



Above: End-of-Life Planning Morning Tea

THE LAST GOODBYE EXPO - 2025

Palliative Care Western Australia
caring, dying & grieving well

END-OF-LIFE PLANNING

Featuring
Guest Speakers & Conversations with
Lawyers
Funeral Directors
SW Compassionate Communities Network

FRIDAY, 28 MARCH
9.30 AM TO 2.00PM

Core Themes of the Event:

- Having the Conversation!
- The importance of a Will
- Funeral Planning
- Enduring Power of Attorney
- Enduring Power of Guardianship
- Advanced Health Directive

The Function Room:
Harvey Recreation & Cultural Centre
Tom Latch Drive, Harvey

Contact Us
9729 1669

events@harveycrc.com.au

LINKWEST

Harvey Community Resource Centre

HCRC collaborated with a Bunbury lawyer this month, to host an information session related to an Introduction to Wills and End-of-Life Planning.

Harvey Community Disability Advocacy Network (CDAN)

HCRC is collaborating with Included Solutions to jointly host an International Day of People with Disability morning tea in the CRC community garden. Both agencies are members of the local CDAN and are working together to educate the community about access and inclusion.

Harvey Village Hub

We continued to collaborate with approximately 30 organisations, local and in Bunbury, to support our community in need this year. HCRC Village Hub Collective is affectionately known as "Harvey Village Hub", and the initiative will soon include a couple of extra arms related to Aged Care support services.

SR TAFE and local Business

Through our Back2Basics Program, and BizCom Network, we are continuing to work closely with SR TAFE, Harvey Aboriginal Corporation, The Wright Way Ahead, and Included Solutions, to identify and develop new, inclusive, pathways for education and employment.

Shire of Harvey

The Shire of Harvey is keen to support our Access & Inclusion, End-of-Life Planning, and Age Friendly initiatives this year, and their community development department is collaborating where possible.

Our Team

Management Committee

A special thank you to our Management Committee members for your dedication, attending meetings, volunteering your time, contributing your skills and knowledge, and reading and replying to emails.



Anne Haylock

Chairperson

HCRC Chairperson for seven years. Committee member of numerous organisations. A local small business owner with over 30 years of experience in admin. Harvey resident for 30+ years.



Kevin Haylock

Secretary

HCRC Secretary for seven years. A local small business owner with over 30 years of experience in forestry. Harvey resident for 30+ years



Judith Durnin

Deputy Chairperson & Volunteer

Jude has volunteered with us for five years in admin, as a JP, and on our Management Committee. She brings with her many years of experience running a not-for-profit Women's Health Centre.



Tracey Penny

Treasurer

HCRC Treasurer for six years. Manager Corporate Services, Yarloop Primary School, with 30+ years of admin and finance experience.



Terri Knight

Committee Member

HCRC Committee member for over seven years. 20 Years' experience at SW Regional College of TAFE. Many years of experience on numerous committees in Harvey over the last 23 years.

No photo

Sue Manning

Committee Member

Committee member for six years. A valued source of lived experience and information to our organisation about people living with disability.



Lesley Ugle

Committee Member

Committee member for three years. Director of Harvey Aboriginal Corporation. Collaborative partner in Noongar Language & Culture Program from 2020-23, and Boola Bidi Dreaming Centre shares our trainee.

Staff Team

It takes a team of strong, resilient people who are passionate about their community to weather and adapt to the ever-changing challenges of running a CRC. How lucky are we that they're all situated in Harvey!

Thank you to the HCRC staff team for your compassion, kindness, resilience, and willingness to work together as a unified force of goodwill over the last twelve months. We've weathered the challenges and come out the other side knowing that we've done our best!

A special thank you to Leesa, who, after seven years of dedicated service, chose to leave the CRC in pursuit of new adventures. And to Jehan, who moved on in June to support her husband's FIFO career and become a full-time mum again.



Sarah Celisano

Admin/Events Coordinator

Sarah has been a part of the team for three years and took over Leesa's position when she left in May. Her role evolved exponentially over the last six months as our scope and attendance increased.



Jo-Anne Wood

Finance Officer

Jo has been part of the team for four years and works part-time for Yarloop Primary School. She brings with her over 30 years of admin experience, and mothers us all.



Vanessa Rose

Marketing & Advocacy/Support Officer

Ness joined our team in June this year and took over Jehan's position after she left. Ness brought with her, over 30 years of experience in admin, Centrelink support, Hardship Support, and numerous other roles.



Riley Olde

Certificate III Business Trainee

Riley joined our team in June this year to undertake a 12-month traineeship. He shares his role with at the CRC with the Harvey Aboriginal Corporation in the Boola Bidi Dreaming Centre.



Tracey-Ann Davis

Centre Manager

TA has worked in her role for nearly seven years. She brings with her over 30 years of admin experience in a variety of industries, ran her own business for eight years, and managed a PCYC Adventure Camp for 4.5 years before starting with the CRC.

Our Supporters

We were fortunate to engage with many different sectors of the community this year, local business, community organisations, government departments, and individual community members – all of which enriched our year and empowered us to do more for our community.

Government

Department of Veteran Affairs

Department of Primary Industries & Regional Development (DPIRD)

Lotterywest

Services Australia
(Centrelink/Medicare/NDIS)

Shire of Harvey

- Harvey Community Dinner
- Harvey Free Meals with Love
- St Paul's Anglican Church, Harvey
- Harvey High School (SSEP)
- Harvey Hospital
- Harvey Library
- Harvey Pharmacy
- Harvey Police
- Harvey Primary School
- Harvey Recreation & Cultural Centre
- Harvey Senior Citizens Centre
- Harvey Thrift Shop
- Included Solutions Pty Ltd
- The Wright Way Ahead
- Sandalwest, Harvey
- Seventh Day Adventist Church
- SR TAFE, Harvey
- St Vincent de Paul, Harvey
- Volunteer Southwest
- Yarloop Primary School

Grant Funding Bodies

Department of Primary Industries & Regional Development (DPIRD)

Lotterywest

Shire of Harvey

The Good Things Foundation (*Be Connected*)

Community Partners

- Advocare WA
- Anglican Church
- Anglicare Financial Counselling
- atWork Australia
- Bilya Moorditjabin Training Service
- Boola Bidi Dreaming Centre, Harvey
- CRCs – Brunswick, Yarloop & Waroona
- Church of Christ
- Family Support Service, Harvey
- Foodbank
- Groven Legal, Bunbury
- Harvey Aboriginal Corporation

Special Thanks

To all our community partners previously listed, and additionally:

DPIRD

Linkwest

Lotterywest

NBN Local

Shire of Harvey

Treasurer's Report

Management Committee members are committed to the cause and possess a broad range of skills and knowledge. This element is invaluable and cannot be measured.

Please bear in mind that I am writing this without the benefit of the audited financial statements.

Most of our funding is still derived from DPIRD grants, as with most CRCs. Grants and sponsorship have been actively sought throughout the year with great success. But should the DPIRD Grant income be withdrawn; the Centre would have no option other than to wind up.

Many CRCs have signed up to the Staying in Place program. Initiated by Pingelly CRC, the program has proved valuable for the community and financially for centres.

When coming through the gates of the CRC, you are immediately welcomed by the garden and grounds, which are well-managed and inviting. Often, groups or individuals use the undercover area, which is terrific. The improvements to be made to the area should increase usage and also bring some income.

Management committee members are committed to the cause and possess broad skills and knowledge. This element is invaluable and cannot be measured.

The help of our dedicated volunteers is also invaluable and represents a huge saving to the Centre.

Debts are paid on time and the bank balance is closely monitored when planning for activities and workshops.

Budget planning is meaningful and relevant with all Management Committee members and the Manager having input into the process. Special thanks to Jo for formulating the budget for the next financial year. The Committee will continue to review the budget periodically to ensure targets are met so that we can again achieve a profit for the year.

Tracey Penny
25 November 2024

Financial Statements

Harvey Community Resource Centre Inc

ABN 58 676 353 380

Special Purpose Financial Report - 30 June 2024

Harvey Community Resource Centre Inc
Contents
30 June 2024

Committees' declaration	2
Committees' report	3
Independent auditor's declaration	4
Independent auditor's report to the members of Harvey Community Resource Centre Inc	5
Statement of profit or loss and other comprehensive income	8
Statement of financial position	9
Statement of changes in equity	10
Statement of cash flows	11
Notes to the financial statements	12

General information

The financial statements cover Harvey Community Resource Centre Inc as an individual entity. The financial statements are presented in Australian dollars, which is Harvey Community Resource Centre Inc's functional and presentation currency.

Harvey Community Resource Centre Inc is a not-for-profit incorporated association, incorporated and domiciled in Australia. Its registered office and principal place of business is:

5 Gibbs Street,
Harvey, WA,6220
Australia

A description of the nature of the incorporated association's operations and its principal activities are included in the Committee member s' report, which is not part of the financial statements.

The financial statements were authorised for issue on ____January 2025.

Harvey Community Resource Centre Inc
Committees' declaration
30 June 2024

In the Committee member s' opinion:

- the incorporated association is not a reporting entity because there are no users dependent on general purpose financial statements. Accordingly, as described in note 1 to the financial statements, the attached special purpose financial statements have been prepared for the purposes of complying with the Australian Charities and Not-for-profits Commission Act 2012 and Western Australian legislation the Associations Incorporation Act 2015 and associated regulations;
- the attached financial statements and notes comply with the Accounting Standards as described in note 1 to the financial statements;
- the attached financial statements and notes give a true and fair view of the incorporated association's financial position as at 30 June 2024 and of its performance for the financial year ended on that date; and
- there are reasonable grounds to believe that the incorporated association will be able to pay its debts as and when they become due and payable.

On behalf of the Committee members



Anne Haylock
Chairperson

23 January 2025



Tracey Penny
Treasurer

Harvey Community Resource Centre Inc
Committees' report
30 June 2024

The Committee members present their report, together with the financial statements, on the incorporated association for the year ended 30 June 2024.

Committee members

The following persons were committee members of the incorporated association during the whole of the financial year and up to the date of this report, unless otherwise stated:

Anne Haylock (Chairperson)
Geoff Howell (Deputy Chairperson)
Kevin Haylock (Secretary)
Tracey Penny (Treasurer)
Lasley Ugle
Sue Manning
Judith Durnin
Terri Knight
Paul Beech

Performance measures

The Incorporation has reported a net deficit from operations for the year ended on 30 June 2024 of (\$25,637) and net deficit for the year ended on 30 June 2023 of (\$9,674).

On behalf of the Committee members



Anne Haylock
Chairperson

23 January 2025



Tracey Penny
Treasurer

DIRECTORS:

ROBERT CAMPBELL RCA, CA
VIRAL PATEL RCA, CA
ALASTAIR ABBOTT RCA, CA
CHASSEY DAVIDS RCA, CA

ASSOCIATE DIRECTORS:

SANTO CASILLI FCPA PFILA
FAZ BASHI RCA, CPA

**AUSTRALIAN
AUDIT** 

AUDITOR'S INDEPENDENCE DECLARATION

To the Management Committee of Harvey Community Resource Centre Inc

In accordance with the requirements of section 60-40 of the Australian Charities and Not-for-profits Commission Act 2012 and section 80 of the Associations Incorporation Act 2015 (WA), in relation to our audit of the financial report of Harvey Community Resource Centre Inc for the year ended 30 June 2024, to the best of my knowledge and belief, there have been:

- a. No contraventions of the auditor independence requirements of section 60-40 of the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit; and
- b. No contraventions of the auditor independence requirements of the *Associations Incorporation Act 2015 (WA)* in relation to the audit; and
- c. No contraventions of any applicable code of professional conduct in relation to the audit



Chassey Davids, CA, RCA, AMIIA, BCom
Registered Company Auditor number 490152
Director
Australian Audit
Perth, Western Australia
Date: 30 January 2025

Australian Audit is a CA Practice

4

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DIRECTORS:

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VIRAL PATEL RCA, CA
ALASTAIR ABBOTT RCA, CA
CHASSEY DAVIDS RCA, CA

ASSOCIATE DIRECTORS:

SANTO CASILLI FCPA PFIIA
FAZ BASHI RCA, CPA

**AUSTRALIAN
AUDIT** 

INDEPENDENT AUDITOR'S REPORT

To the members of Harvey Community Resource Centre Inc

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Harvey Community Resource Centre Inc (the entity), which comprises the statement of financial position as at 30 June 2024, the statement of profit or loss for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and the Committees' declaration.

In our opinion the accompanying financial report has been prepared in accordance with requirements of the Associations Incorporation Act 2015 (WA) and Division 60 of the Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act), including:

- a. giving a true and fair view of the entity's financial position as at 30 June 2024, and of its financial performance for the year then ended; and
- b. complying with Australian Accounting Standards to the extent described in Note 1, and Division 60 of the Australian Charities and Not-for-profits Commission Regulation 2013.

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. We are independent of the entity in accordance with the Associations Incorporation Act 2015 (WA), the ACNC Act 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 opinion.

Australian Audit is a CA Practice

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5

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Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the entity to meet the requirements of the ACNC Act and the Associations Incorporation Act 2015 (WA). As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of Management and The Management Committee for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards to the extent described in Note 1, the ACNC Act 2012 and the Associations Incorporation Act 2015 (WA). The responsibility of Management also includes such internal control as management determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

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

The Management Committee are responsible for overseeing the entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

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

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

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

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

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

Report on Other Legal and Regulatory Requirements

In our opinion, the entity has complied with 60-30(3)(b), (c) and (d) of the ACNC Act and 82(1)(b), (c) and (d) of the Associations Incorporation Act 2015 (WA):

- a. by providing us with all information, explanation and assistance necessary for the conduct of the audit;
- b. by keeping financial records sufficient to enable a financial report to be prepared and audited;
- c. by keeping other records required by Part 3-2 of the ACNC Act, including those records required by Section 50-5 that correctly record its operations, so as to enable any recognised assessment activity to be carried out in relation to the entity; and
- d. by keeping other records required by Part 5 of the Associations Incorporation Act 2015 (WA), including those records required by Section 66 that correctly record its operations, so as to enable true and fair financial statements to be prepared.

Chassey Davids, CA, RCA, AMIIA, BCom
Registered Company Auditor number 490152
Director
Australian Audit
Perth, Western Australia
Date: 30 January 2025

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Harvey Community Resource Centre Inc
Statement of profit or loss and other comprehensive income
For the year ended 30 June 2024

	Note	2024 \$	2023 \$
Revenue			
DPIRD income		119,201	142,575
Grants and donations		62,815	71,864
Service income		31,894	30,850
Event income		37,677	11,505
Traineeship incentives		3,407	14,351
Commision income		1,244	1,670
Computer and other equipment income		91	1,636
Room hire income		32,562	15,988
Exam supervision		787	480
Other income		1,248	1,933
		<u>290,926</u>	<u>292,852</u>
Interest revenue		958	689
Total revenue		<u>291,884</u>	<u>293,541</u>
Expenses			
Employee benefits expense		(226,348)	(178,762)
Administration expenses		(14,865)	(13,709)
Depreciation and amortisation expense		(1,968)	(9,414)
Event expenses		(49,994)	(58,563)
Furniture and equipment costs		(12,130)	(7,775)
Grant expenses		(3,298)	(27,088)
Occupancy expenses		(3,821)	(4,314)
Emergency relief expense		(820)	(2,255)
Bad debts		(2,218)	(180)
Other expenses		(1,933)	(955)
Finance costs		(126)	(200)
Total expenses		<u>(317,521)</u>	<u>(303,215)</u>
Deficit for the year	11	<u>(25,637)</u>	<u>(9,674)</u>
Other comprehensive income for the year		<u>-</u>	<u>-</u>
Total comprehensive income for the year		<u><u>(25,637)</u></u>	<u><u>(9,674)</u></u>

The above statement of profit or loss and other comprehensive income should be read in conjunction with the accompanying notes

Harvey Community Resource Centre Inc
Statement of financial position
As at 30 June 2024

	Note	2024 \$	2023 \$
Assets			
Current assets			
Cash and cash equivalents	3	155,772	224,729
Trade and other receivables	4	397	3,780
Prepayments	5	4,257	2,829
Total current assets		<u>160,426</u>	<u>231,338</u>
Non-current assets			
Property, plant and equipment	6	8,515	9,647
Intangibles	7	9,164	-
Total non-current assets		<u>17,679</u>	<u>9,647</u>
Total assets		<u>178,105</u>	<u>240,985</u>
Liabilities			
Current liabilities			
Trade and other payables	8	16,697	13,935
Employee benefits	9	20,593	21,450
Other current liabilities	10	54,010	93,158
Total current liabilities		<u>91,300</u>	<u>128,543</u>
Total liabilities		<u>91,300</u>	<u>128,543</u>
Net assets		<u>86,805</u>	<u>112,442</u>
Equity			
Retained surpluses	11	86,805	112,442
Total equity		<u>86,805</u>	<u>112,442</u>

The above statement of financial position should be read in conjunction with the accompanying notes

Harvey Community Resource Centre Inc
Statement of financial position
As at 30 June 2024

	Note	2024 \$	2023 \$
Assets			
Current assets			
Cash and cash equivalents	3	155,772	224,729
Trade and other receivables	4	397	3,780
Prepayments	5	4,257	2,829
Total current assets		<u>160,426</u>	<u>231,338</u>
Non-current assets			
Property, plant and equipment	6	8,515	9,647
Intangibles	7	9,164	-
Total non-current assets		<u>17,679</u>	<u>9,647</u>
Total assets		<u>178,105</u>	<u>240,985</u>
Liabilities			
Current liabilities			
Trade and other payables	8	16,697	13,935
Employee benefits	9	20,593	21,450
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Total current liabilities		<u>91,300</u>	<u>128,543</u>
Total liabilities		<u>91,300</u>	<u>128,543</u>
Net assets		<u>86,805</u>	<u>112,442</u>
Equity			
Retained surpluses	11	86,805	112,442
Total equity		<u>86,805</u>	<u>112,442</u>

The above statement of financial position should be read in conjunction with the accompanying notes.

Harvey Community Resource Centre Inc
Statement of changes in equity
For the year ended 30 June 2024

	Retained profits \$	Total equity \$
Balance at 1 July 2022	122,116	122,116
Deficit for the year	(9,674)	(9,674)
Other comprehensive income for the year	-	-
Total comprehensive income for the year	(9,674)	(9,674)
Balance at 30 June 2023	<u>112,442</u>	<u>112,442</u>
	Retained profits \$	Total equity \$
Balance at 1 July 2023	112,442	112,442
Deficit for the year	(25,637)	(25,637)
Other comprehensive income for the year	-	-
Total comprehensive income for the year	(25,637)	(25,637)
Balance at 30 June 2024	<u>86,805</u>	<u>86,805</u>

The above statement of changes in equity should be read in conjunction with the accompanying notes



11

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Harvey Community Resource Centre Inc
Statement of cash flows
For the year ended 30 June 2024

	Note	2024 \$	2023 \$
Cash flows from operating activities			
Receipts from customers (inclusive of GST)		294,310	300,658
Payments to suppliers and employees (inclusive of GST)		(354,225)	(358,913)
Net cash used in operating activities		(59,915)	(58,255)
Cash flows from investing activities			
Payments for intangibles	7	(10,000)	-
Interest received		958	689
Net cash from/(used in) investing activities		(9,042)	689
Cash flows from financing activities			
Net cash from financing activities		-	-
Net decrease in cash and cash equivalents		(68,957)	(57,566)
Cash and cash equivalents at the beginning of the financial year		224,729	282,295
Cash and cash equivalents at the end of the financial year	3	<u>155,772</u>	<u>224,729</u>

The above statement of cash flows should be read in conjunction with the accompanying notes

Harvey Community Resource Centre Inc
Notes to the financial statements
30 June 2024

Note 1. Material accounting policy information (continued)

Variable consideration within the transaction price, if any, reflects concessions provided to the customer such as discounts, rebates and refunds, any potential bonuses receivable from the customer and any other contingent events. Such estimates are determined using either the 'expected value' or 'most likely amount' method. The measurement of variable consideration is subject to a constraining principle whereby revenue will only be recognised to the extent that it is highly probable that a significant reversal in the amount of cumulative revenue recognised will not occur. The measurement constraint continues until the uncertainty associated with the variable consideration is subsequently resolved. Amounts received that are subject to the constraining principle are recognised as a refund liability.

Sale of goods

Revenue from the sale of goods is recognised at the point in time when the customer obtains control of the goods, which is generally at the time of delivery.

Rendering of services

Revenue from a contract to provide services is recognised over time as the services are rendered based on either a fixed price or an hourly rate.

Interest

Interest revenue is recognised as interest accrues using the effective interest method. This is a method of calculating the amortised cost of a financial asset and allocating the interest income over the relevant period using the effective interest rate, which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to the net carrying amount of the financial asset.

Other revenue

Other revenue is recognised when it is received or when the right to receive payment is established.

Income tax

As the incorporated association is a tax exempt institution in terms of subsection 50-10 of the Income Tax Assessment Act 1997, as amended, it is exempt from paying income tax.

Current and non-current classification

Assets and liabilities are presented in the statement of financial position based on current and non-current classification.

An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the incorporated association's normal operating cycle; it is held primarily for the purpose of trading; it is expected to be realised within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is classified as current when: it is either expected to be settled in the incorporated association's normal operating cycle; it is held primarily for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

Goods and Services Tax ("GST") and other similar taxes

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the tax authority. In this case it is recognised as part of the cost of the acquisition of the asset or as part of the expense.

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 tax authority is included in other receivables or other payables in the statement of financial position.

Harvey Community Resource Centre Inc
Notes to the financial statements
30 June 2024

Note 1. Material accounting policy information (continued)

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 tax authority, are presented as operating cash flows.

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to, the tax authority.

New Accounting Standards and Interpretations not yet mandatory or early adopted

Australian Accounting Standards and Interpretations that have recently been issued or amended but are not yet mandatory, have not been early adopted by the incorporated association for the annual reporting period ended 30 June 2024. The incorporated association has not yet assessed the impact of these new or amended Accounting Standards and Interpretations.

Note 2. Critical accounting judgements, estimates and assumptions

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts in the financial statements. Management continually evaluates its judgements and estimates in relation to assets, liabilities, contingent liabilities, revenue and expenses. Management bases its judgements, estimates and assumptions on historical experience and on other various factors, including expectations of future events, management believes to be reasonable under the circumstances. The resulting accounting judgements and estimates will seldom equal the related actual results. The judgements, estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities (refer to the respective notes) within the next financial year are discussed below.

Estimation of useful lives of assets

The incorporated association determines the estimated useful lives and related depreciation and amortisation charges for its property, plant and equipment and finite life intangible assets. The useful lives could change significantly as a result of technical innovations or some other event. The depreciation and amortisation charge will increase where the useful lives are less than previously estimated lives, or technically obsolete or non-strategic assets that have been abandoned or sold will be written off or written down.

Employee benefits provision

As discussed in note 1, the liability for employee benefits expected to be settled more than 12 months from the reporting date are recognised and measured at the present value of the estimated future cash flows to be made in respect of all employees at the reporting date. In determining the present value of the liability, estimates of attrition rates and pay increases through promotion and inflation have been taken into account.

Note 3. Cash and cash equivalents

	2024 \$	2023 \$
Current assets		
Cash on hand	1,004	1,004
Cash at bank	154,768	223,725
	<u>155,772</u>	<u>224,729</u>

Accounting policy for cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Harvey Community Resource Centre Inc
Notes to the financial statements
30 June 2024

Note 4. Trade and other receivables

	2024 \$	2023 \$
<i>Current assets</i>		
Trade receivables	392	3,775
Other receivables	5	5
	<u>397</u>	<u>3,780</u>

Accounting policy for trade and other receivables

Trade receivables are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method, less any allowance for expected credit losses. Trade receivables are generally due for settlement within 30 days.

The incorporated association has applied the simplified approach to measuring expected credit losses, which uses a lifetime expected loss allowance. To measure the expected credit losses, trade receivables have been grouped based on days overdue.

Other receivables are recognised at amortised cost, less any allowance for expected credit losses.

Note 5. Prepayments

	2024 \$	2023 \$
<i>Current assets</i>		
Prepayments	<u>4,257</u>	<u>2,829</u>

Note 6. Property, plant and equipment

	2024 \$	2023 \$
<i>Non-current assets</i>		
Plant and equipment - at cost	24,905	24,905
Less: Accumulated depreciation	(16,390)	(14,296)
	<u>8,515</u>	<u>10,609</u>
Computer equipment - at cost	24,619	24,619
Less: Accumulated depreciation	(24,619)	(25,580)
	<u>-</u>	<u>(961)</u>
Office equipment - at cost	7,413	7,413
Less: Accumulated depreciation	(7,413)	(7,414)
	<u>-</u>	<u>(1)</u>
	<u>8,515</u>	<u>9,647</u>

Accounting policy for property, plant and equipment

Plant and equipment is stated at historical cost less accumulated depreciation and impairment. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Harvey Community Resource Centre Inc
Notes to the financial statements
30 June 2024

Note 6. Property, plant and equipment (continued)

Depreciation is calculated on a straight-line basis to write off the net cost of each item of property, plant and equipment (excluding land) over their expected useful lives as follows:

Plant and equipment	3-7 years
Computer equipment	3-5 years
Office equipment	3-5 years

The residual values, useful lives and depreciation methods are reviewed, and adjusted if appropriate, at each reporting date.

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the incorporated association. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss.

Note 7. Intangibles

	2024 \$	2023 \$
Non-current assets		
Website development - at cost	10,000	-
Less: Accumulated amortisation	(836)	-
	<u>9,164</u>	<u>-</u>

Reconciliations

Reconciliations of the written down values at the beginning and end of the current financial year are set out below:

	Website development \$	Total \$
Balance at 1 July 2023	-	-
Additions	10,000	10,000
Amortisation expense	(836)	(836)
Balance at 30 June 2024	<u>9,164</u>	<u>9,164</u>

Accounting policy for intangible assets

Intangible assets acquired as part of a business combination, other than goodwill, are initially measured at their fair value at the date of the acquisition. Intangible assets acquired separately are initially recognised at cost. Indefinite life intangible assets are not amortised and are subsequently measured at cost less any impairment. Finite life intangible assets are subsequently measured at cost less amortisation and any impairment. The gains or losses recognised in profit or loss arising from the derecognition of intangible assets are measured as the difference between net disposal proceeds and the carrying amount of the intangible asset. The method and useful lives of finite life intangible assets are reviewed annually. Changes in the expected pattern of consumption or useful life are accounted for prospectively by changing the amortisation method or period.

Website

Significant costs associated with the development of the revenue generating aspects of the website, including the capacity of placing orders, are deferred and amortised on a straight-line basis over the period of their expected benefit, being their finite life of 5 to 10 years.

Harvey Community Resource Centre Inc
Notes to the financial statements
30 June 2024

Note 8. Trade and other payables

	2024 \$	2023 \$
<i>Current liabilities</i>		
Trade payables	375	1,797
BAS payable	10,993	6,875
Other payables	5,329	5,263
	<u>16,697</u>	<u>13,935</u>

Accounting policy for trade and other payables

These amounts represent liabilities for goods and services provided to the incorporated association prior to the end of the financial year and which are unpaid. Due to their short-term nature they are measured at amortised cost and are not discounted. The amounts are unsecured and are usually paid within 30 days of recognition.

Note 9. Employee benefits

	2024 \$	2023 \$
<i>Current liabilities</i>		
Annual leave	13,352	17,403
Employee benefits	7,241	4,047
	<u>20,593</u>	<u>21,450</u>

Accounting policy for employee benefits

Short-term employee benefits

Liabilities for wages and salaries, including non-monetary benefits, annual leave and long service leave expected to be settled wholly within 12 months of the reporting date are measured at the amounts expected to be paid when the liabilities are settled.

Note 10. Other current liabilities

	2024 \$	2023 \$
<i>Current liabilities</i>		
Accrued expenses	10,360	-
Deferred revenue	43,650	93,158
	<u>54,010</u>	<u>93,158</u>

Harvey Community Resource Centre Inc
Notes to the financial statements
30 June 2024

Note 11. Retained surpluses

	2024 \$	2023 \$
Retained surpluses at the beginning of the financial year	112,442	122,116
Deficit for the year	<u>(25,637)</u>	<u>(9,674)</u>
Retained surpluses at the end of the financial year	<u>86,805</u>	<u>112,442</u>

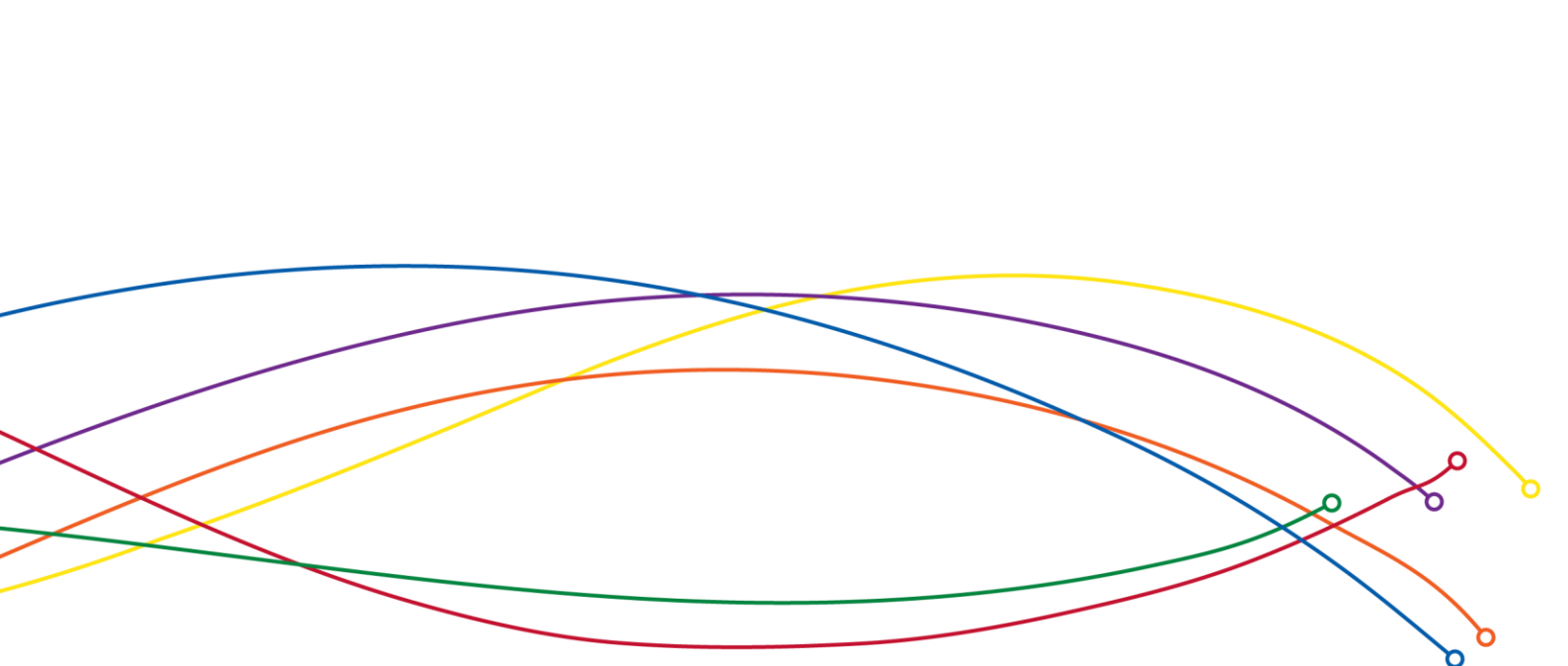
Note 12. Remuneration of auditors

During the financial year the following fees were paid or payable for services provided by Australian audit, the auditor of the incorporated association:

	2024 \$	2023 \$
<i>Audit services - Australian audit</i>		
Audit of the financial statements	<u>3,300</u>	<u>2,850</u>

Note 13. Events after the reporting period

No matter or circumstance has arisen since 30 June 2024 that has significantly affected, or may significantly affect the incorporated association's operations, the results of those operations, or the incorporated association's state of affairs in future financial years.



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