

Annual Report 2014-2015

BRiTE Services



2014-2015

BRITE Services



143

supported employees



95%

of support staff have commenced or have a qualification in disability services



65,854

plants sold



1,206,797

plastic containers manufactured



773,885

automotive industry parts
sub-assembled and dispatched



2,138,701

items labelled, packed or assembled
for customers





About Brite

For 39 years Brite Services, an Australian Disability Enterprise, has been providing a supported employment and training service for people with a disability. Brite is a group of up to 143 supported employees and 27 administrative and support staff.

Brite Services was formed when a dedicated group of parents/carers saw the need for a work place that not only acknowledged the universal need to be meaningfully employed, but saw the need to do so in an environment that supports the needs of people with varying abilities.

Brite understands the strengths and abilities of its employees and endeavours to provide them with the most appropriate structures, support mechanisms and resources available. This includes providing regular work skills and work place training; ranging from operating new semi-automated machines, participating in anti work-place bullying workshops to being an elected OHS representative, as well as offering a range of life skills and well-being programs. At Brite this translates into our employees enjoying a sense of pride and ownership of their workplace. Most importantly, working at Brite means belonging to a social community of long-term friendships.

Brite Services has embedded values that create an evolving, nurturing and supportive person-centred

environment, enabling and facilitating personal growth and providing opportunities within the workplace to develop;

- On the job skills
- Further education and training
- Life skills

Brite Services affirms each individual's life choices, including their capacity to enrich and enhance the community to which we all belong.

“Our Vision...

Equity and Access to a better life.

Our Mission...

Provide sustainable services that provide opportunity and support for people living with a disability or who are vocationally disadvantaged.

Our Values:

***Courage, Dignity, Compassion,
Accountability, Flexibility,
Performance***



Dear Members

This year we have concentrated on consolidation and completion of projects but this has not precluded looking for new projects that can be undertaken, and Directors and staff are constantly looking for grants, goods or services we can obtain for Brite. Completion of projects undertaken in the last two years include the Newman's Own Foundation Kitchen, modification of BTAC toilets to include wheelchair access, installation of pallet racking safety guards in the new warehouse, and continuous improvements made within the Clean-room as per HACCP requirements. One disappointment is that we have not been able to obtain either capital funds or replacement portables for our dilapidated training classrooms which desperately need replacing.

During 2015 Brite Services underwent a Department of Social Services compliance audit. Compliance audits are a requirement under the Disability Employment Assistance grant agreement, and an audit was well overdue as it was 5 years since the last one took place. We are audited annually against The National standards for Disability Services and so to our finances. All this makes for good governance and practice but it does take time in preparation and also to implement any improvements needed to

processes. These audits are essential to ensure that high standards are maintained, and I thank the staff who participated in the audit and in particular our Compliance and Quality Assurance Co-ordinator, Jean Doolan.

The Hon Christian Porter MP, a former Treasurer and Attorney-general of WA, has been appointed as the Minister for Social Services. There has been some concern within the disability services area over the absence of a dedicated disability and ageing portfolio, but it is early days and details of the Minister's new portfolio responsibilities will emerge in coming days. Brite congratulates the new Minister on his appointment, and also congratulates Senator the Hon Mitch Fifield, the former Assistant Minister for Social Services, on his promotion to Minister for Communication and Minister for the Arts. We thank him for his support during his time as Assistant Minister and wish him well in his new position.

NDIS will roll-out in phases in Victoria commencing 1st July, 2016. It will not arrive in Hume until the 1st March, 2018, however, a new 3 year grant agreement was recently signed with the Department of Social Services which takes us through to the 30th June, 2018. One positive aspect of the later roll-out in Hume is that it will give us the opportunity to observe and learn from the experiences of earlier roll-out providers.

As part of the on-going preparation for working within the NDIS framework, Brite, in conjunction with Yooralla, has sponsored two NDIS Information Forums for staff, parents, carers and Directors. A further two are scheduled for November, 2015. Brite is fully committed to assisting the people we support, their parents, carers and advocates with the transition to NDIS. To this end, the organisation has appointed Bronwyn Gourelly as NDIS Transition Officer.

Bronwyn will be responsible for keeping up with new developments in NDIS and providing briefings for the Directors and the NDIS Working Group. Brite has already reviewed the areas of administrative support, management and accounting systems, quality and compliance management, and I.T.

infrastructure and hardware.

In 2014/15 we farewelled three Directors – Chandrasiri Bamunusinghe, Lorraine Mitchell and Deborah Stenning who retired due to work and family commitments. All three have indicated that they wish to remain members and will continue to support Brite's endeavours. We thank them for their contribution as Board members and look forward to seeing them at our events. We are also very pleased to welcome Ray Gorman back to the Board. Ray retired, but was prevailed upon to fill a casual vacancy and bring his long and valuable experience back to Brite. In addition, I am sure that all at Brite Services/VVRA join me in warmly congratulating Neslahan Dastan and Elizabeth Rodriguez who this year completed the Australian Institute of Company Directors course.

This year had two staff changes at management level. We welcomed Adnan Sert to Brite in the role of Finance and Administration Executive Officer and farewelled staff members Paul Tant and Scott Tyers. We thank Paul and Scott for their service to Brite and wish them well in their future endeavours.

We have continued to work to improve the public profile of Brite Services and in this regard Director Elizabeth Rodriguez organised an opportunity to showcase Brite Services at the Melbourne Tomato Festival, an important event on the Melbourne social calendar. The Brite display proved extremely popular with visitors, many of whom sought further information, including questions about our organisation's other services. Thank you, Liz, and thank you to the staff who took part.

Once again, Brite Service's Trivia Night at the Coburg Town Hall was enjoyed by all, as was our annual Open Day which was attended by Maria Vamvakinou MP and Craig Ondarchie MP each of whom has given welcome support to our organisation.

Finally, on behalf of the Board of Directors, I thank the executive, staff and supported employees for their commitment and contribution to the well-being and success of our organisation.

As Executive Chairperson I wish to thank the Directors for the support they have given to me and for their commitment to the aims, objectives and good governance of Brite.

Helena Gillies
EXECUTIVE CHAIRPERSON





Executive Officers Report

It is an honour to present my contribution towards this year's Annual Report.

During the last few years management and staff have worked closely with the board of directors with the aim of 'Fixing the foundations'. We are now at the stage where we can concentrate on building upon the business models ensuring that we continue to move our business and services forward.

This year saw the implementation of the new National Standards for Disability Services. The impact of introducing a major change such as this is immense. Every supported employee and staff member participated in specific training days designed to educate and inform on these new standards and how they are incorporated into our service. Recognition must be forwarded to the Quality team, Employee support team, Administration and other key staff for their dedication and extended effort which resulted in a smooth and a well-executed transition.

The next few years will be challenging for Brite Services as we navigate our transition into the National Disability Insurance Scheme (NDIS)

Brite Services have been preparing for the future; we aim to keep focused on our areas of expertise and will continue to host information sessions informing all our stakeholders of any updates and new information as it becomes available.



We firmly believe in the principles that underpin the scheme; 'Supporting people with disability to live independent and fulfilling lives through a person centred approach'. We are excited about the opportunity to provide support packages that are tailored to the needs of every individual employee.

During the past twelve months Brite Services has dramatically increased the amount of vocational training offered to our supported employees. Thank you to key staff from both Brite Services and Brite Institute for embracing and supporting this growth initiative as the results and feedback from employees has been overwhelming.

We welcome and congratulate a number of new employees and staff members to Brite Services and look forward to their positive contribution to the team. Thank you to every employee and staff member for their hard work and dedication. It is this commitment that will ensure that Brite will continue to grow and thrive well into the future.

I would also like to take this opportunity to thank all Board Members, Divisional Managers, Coordinators, Team Leaders, Administration and Trainers for continuing to provide the very best support and opportunities to our valued employees and for their belief in everything that we do.

Ben Kelly
Executive Officer



BRITE Plants

BRITE Herbs

On behalf of all nursery staff members and employees I am pleased to present the 2014-15 Annual Report for Brite Plants/Herbs.

The past year has been an active one for our division with a renewed focus of increasing our customer base, expanding our premium range of potted plants, creating sales opportunities for the Herbs division and continuing to facilitate vocational training opportunities for our supported employees.

The second year of production in our Herbs division presented some unique opportunities to continue to develop our potted range of herbs for nurseries, market a range of packaged tomato varieties and heirloom vegetables for sale to a large vegetable wholesale company and expand our product range to include succulent varieties.

One of the joys of preparing an annual report is that it gives me the opportunity to look back and appreciate what we have accomplished. Some of the highlights include:

- Increased participation in Community Festivals and events- Including Hume City Council festivals in Broadmeadows and Craigieburn), Hume Seniors Festival, annual Tomato Festival (Hosted by the Grossi Family), expanded Hume Fruit Tree Donation Program and Australian citizenship and Australia Day ceremonies.

- Increase of our customer base to include plant supply to additional

Mitre 10 and Aumann's Gardening Supplies Stores.

- Brite Plants Open Day Sales increase of 40% on the previous year.

- Provided an increased level of vocational training (in conjunction with Brite Institute) for nursery employees undertaking Certificate II Horticulture.

- Expanded our Herb Farms product range to include seasonal heirloom vegetables and succulents.

I would like to take this opportunity to thank the executive team and the board of directors of Brite Services for their continued support and direction. I would also like to thank our customers for continuing to use us as a supplier of choice for high quality potted plants and herbs. I would also like to acknowledge the continued support from Hume City Council and the Nursery Garden Industry of Victoria.

The most pleasing aspect of my role is leading such a dedicated team. I would like to take this opportunity to acknowledge the tireless contributions of my team leaders (Ryan, Stephanie and Matt) and the hard work and commitment of all nursery employees. I have every confidence that this team is capable of excelling at the new challenges that will be presented to us in the future.

James Clark
Manager Brite Plants



BRITE Pak

I joined Brite Services as a storeperson in March 2010 at the B2 location (Ericson Site). I succeeded in proving that I was capable of taking over the day to day operations and was promoted to the Site/Production Coordinator role. The B2 site was closed down in July 2014 and relocated to the main site in Broadmeadows. Upon moving to the main site, it not was long before I was given the responsibility as the Production Coordinator for Brite Pak and the new warehouse (B2). In April 2015 I was promoted to Pak Manager. Over the past 5 years I have found my time at Brite to be the most rewarding journey of my work career.

“Brite provides Elster with quality kitting service that frees up valuable staff time and allows us needed flexibility.” Geoff Isbel, Megasorber

We have successfully moved and integrated the two sites onto the one premises. The new warehouse is working well based within the Australian Automotive sector, but in the current climate new business will be needed. The automotive industry is coming to a close with Ford's announcement of their closure in 2016, and Holden following suit in 2017.

In the past year we have had a diverse range of jobs coming through the production floor and the staff and employees continue to show an incredible ability in fulfilling our customer's needs. The employees show amazing commitment and are always eager to share their enthusiasm by coming to work each day ready to go. I would personally like to thank all the employees for their hard work, professionalism and attention to detail in a challenging job role. I would also like to thank all the Teamleaders for their continuous hard work in supporting the employees and in understanding our customer's needs. The Teamleader's role at Brite is integral in the day to day operation of Brite Pak.

Our HACCP Certification continues to be a focus and will create new opportunities in the Clean Pak division, giving the employees more diverse opportunities and work skills. We are all looking forward to a dynamic and busy 2016.



Sales & Business Development

The FY 2014-15 saw Brite Services continue its journey of change and challenge in preparation for life under NDIS - while at the same time responding to new commercial realities, such as the winding down of our automotive sub-assembly work on behalf of a major multi-national client. It remains my privilege to source and develop business opportunities for Brite and our supported employees

The FY 2014-15 saw Brite meet its top-line sales targets, but areas of the business, such as Brite Clean Pak, require continued focus to realise their full potential. The Clean Pak facility benefited from general improvements, with staff training in the operation of equipment a priority.

At its core, Brite has an outstanding business model, in particular, the Brite Pak division that employs over 120 of our 146 supported employs. The diversity of work the Pak team is asked to undertake is remarkable, but equally is the capacity and drive of the supported employs to meet client expectations. As a contract service working on behalf of a business, the Pak and Plant teams form an integral part of the business supply chain and the teams can proudly proclaim – Job done!

On a practical note, the development of a new Pak Job Costing Tool (JCT) has improved job quoting and the dollar value return of services delivered. The JCT has had particular benefit in providing timely quotes for clients and being confident that the full suite of labour and other costs are being captured.

In 2015-16 Brite featured consistently in the local press, with advertisement and news items for Pak and Plants regularly appearing in the local Leader newspapers, this will continue into the 2015-16 FY. The traditional press media was complemented by the creation of a social media presence through the launch of Brite Facebook and LinkedIn pages. These promotions, coupled with regular 'eMail shots' and general networking, have exposed Brite to a large audience and resulted in new enquiries for business.



Going forward, Brite has in place excellent springboards for future growth. Building on sales momentum is a key priority, particularly to realise the potential of our Clean Pak unit, seen as a key opportunity for growth. A range of options for business extending Pak, Plants and Herbs businesses are being explored, with the goal being to find synergies between the business units, such as with an eCommerce or fundraising venture or creating a Pick, Pack, Dispatch

and Warehouse service for small to medium businesses. Daily, the challenges of my role are made easier by being able to collaborate with a great team of Executive

Officers, Managers, staff and supported employees. In particular, the EO, Brite Services, as well as Pak Manager and new Production Coordinator, who provide responsive and flexible client service with the support of a terrific group of Team Leaders.

Finally, I would like to thank all our loyal clients for their continued support of Brite and our mission of providing supported employment and training for people with disability. The journey of challenge and change will continue in 2015-16, with 2016 being Brite's 40th Anniversary! I am confident that building on that many years of experience; the future is – you guessed it – BRITE!

Alexander Black
Manager Sales and Business Development



Employee Support

Employee Support is responsible for providing specialist support to employees on day to day issues. Develop and maintain effective relationships with employees, parents/carers and staff. We facilitate ERC meetings and assist with the development of Behavior management plans.

The Employment Coordinator is responsible for supporting employees to achieve their employment goals including Employment Assistance Plans (EAP's), Disability Maintenance Instrument (DMI's), wage assessments, development of training resources and coordinating and delivering employee training.

The Employee Transition Coordinator is responsible for entry, induction and support through the work trial period for all new employees. Also responsible for transitioning new employees starting at Brite Pak or Brite Plants and exiting out of Brite Services. Support is also given in transitioning into retirement.

HIGHLIGHTS OF THE YEAR



The Annual Dinner Dance held on 05/12/2014, was very successful. 149 people attended. Once again, Firenze Receptions provided the venue to ensure that Brite Services employees had an enjoyable night.

Awards given out on the night

30 Years 1984 - 2014 Maria P

20 Years 1994 - 2014 Tan D

The Disco on the 11 April 2014 was supported by some ERC committee members, Employee support department and other staff members, provided an avenue for the employees to enjoy a social evening. The Disco is always popular and for some of our employees, 77 people participated and it was great to see the employees bring their partners and friends along

The Work Experience program continues to be a wonderful opportunity for students to get a good idea of what a work environment is all about. We thank them for their participation and the work that they have done.



Computer classes continued with 18 employees participating on a Tuesday, they do a fantastic job on producing the Brite newsletter each month. Lead by the volunteer trainer Luke from Hume City Council

All employees participated in Training on the 6 new Disability Service Standards which was delivered by Bronwyn from Brite institute

Social Events

The Meadows once again hosted "The Great Chase" in October. This is a greyhound racing series of meets where community service organisations have a dog allocated to them and the chance to win the prize money.

Thank you

The Employee Support department would like to say thank you to the Board, Management, Team leaders and Administration staff whose constant professional and personal support has been imperative towards the achievement of the high standards which we strive for. We are all looking forward to Celebrating our 40th Anniversary in 2016.

As we have farewelled employees at Brite Services, we have equally, warmly, welcomed the new.

Rest in peace, Jonathan Moore and Damien Stanton

Employee Support Department

Linda Shackleton

Renae Cummins

Kerry Harris



The Employee Representative Committee



The purpose of the committee is to invite and receive comments from employees about work related problems, conditions, workplace safety and social activities. It is the committee's responsibility to pass on this information to management

ERC members assist Employee Support (ES) to organise both the Dinner Dance at the end of the year and the disco during the year. ERC members choose the entertainment for the events, have input into the venue and make recommendations on the type of food and how the events should be run. Members take a great deal of pride in being part of organising these events and ES always appreciate their input.

This year we welcomed Steven H, Chris D, Craig W and Damien B to the new ERC Committee

When asked what they enjoyed about being an ERC member we had the following feedback:

Kate R I enjoy being able to make choices and decisions on our social events at Brite with others and improving the work place.

Luke F I enjoy meeting with others and coming up with new ideas to make Brite a better place.

Shane S I like helping out with the social events, Dinner dance, disco, The Great Chase and footy day.

Jay B Being part of the ERC team to meet and bring ideas up from my group.

Brenda M to mix with other employees to discuss things about what is happening at Brite.

Steven H I really enjoy being part of the ERC committee.

Damien B It's good to be in the ERC go to the

meetings and wearing my ERC badge every day.

Craig W I enjoy going to meetings and organising our social events.

Chris D Bring different ideas to the meeting to discuss.

The Fundraising Committee



Our major fundraising event, the Brite Trivia night at the Coburg Town Hall on 4th July 2015 was a great success. Thank you to all who have generously donated their time for the night and especially the City of Moreland for kindly donating the use of the Town Hall.

The Trivia night raised over \$6,000 and a good time was had by all.



A successful fundraising effort was held in conjunction with the Open Day in November 2014. A sausage sizzle, Devonshire teas, hampers and a cake stall complimented the day.

From our fundraising efforts \$10,000 was allocated towards our Newman's Own Foundation kitchen project and \$5,000 as an in kind contribution towards an upgrade for the administration area.

We would like to thank everyone who has donated goods, and the time and energy involved in raising these funds.

The fundraising Committee

Community Development

I am very pleased to present to you my report outlining our projects and activities over the course of the 2014/15 financial year. During this period we were generously supported by Australian and International Philanthropic Trusts and Foundations, as well as local and Federal Government grants, without which we would not be able to offer the diverse programs currently available at Brite Services.

Foremost in this report, I would like to acknowledge those funding bodies that supported our projects. Our heartfelt thanks therefore go to Newman's Own Foundation, State Trustees Australia Foundation, Hume Community Grants, JobAccess and Healthy Together Hume's Growing Ideas Awards. Our programs continue to inspire and support the development of new skills as well as provide core funding for small capital works projects. Our JobAccess funded toilet modification project is providing all-access amenities in our training centre, making training even more accessible for Brite employees and indeed all program participants.

Our long awaited Newman's Own Foundation kitchen project is scheduled to be completed early 2016. Putting up the kitchen should be a walk in the park after acquiring permits and finding valued contractors. It's been a long time in the planning and we really can't wait to see groups of keen culinarians in there cooking up a storm. I mostly look forward to a grand opening and an opportunity to thank some key people whose guidance over the length of this project has been invaluable. The kitchen will enable us to deliver both vocational and life skills programs to Brite employees and the wider community. It will tie in our cooking and gardening courses and our ongoing Healthy Together Hume efforts towards becoming a healthier workplace.



Encouraging healthy eating through cooking and gardening know-how has been the core thrust of our Hume Community Grants program, Sustainable Gardening and Healthy Eating workshops. The Partnership grant has provided us with three years of recurrent funding, giving us invaluable time in which to establish the program. We have delivered the program to Broadmeadows SDS, Brite employees, The

Gateway School and Araluen and look forward to delivering the program to more community groups in 2016.



Finally I would like to mention our Fruit Tree Drive project, A Growing Ideas Awards grant encouraging the consumption of fruit and vegetables in Hume. We invited local organizations to sponsor a fruit tree planted onsite, on our herb farm. Visy Packaging, Bunnings Warehouse, Glenroy RSL, Signum and Hume City Council all have lots of fruit to look forward to harvesting in the near future.

It's been a great pleasure to see program participants from all quarters, building skills and knowledge at Brite. The next few years at Brite will be exciting indeed.

Paras Christou
Community Development Coordinator





Our Board of Directors



Helena Gillies
Executive Chairperson

Helena has more than 35 years in senior management and executive positions. The most recent positions held have been CEO and Executive Director for some 15 years. She has been a member of 10 Boards of Directors during this period, including three Boards as President and three as Chairperson. She is a Past President of the Victorian Council of Occupational Rehabilitation Providers and Past Executive Director of the Broadmeadows Community Occupational Rehabilitation Centre. She has also occupied the position of Chairperson of the Broadmeadows Further Education and Community Development Association.



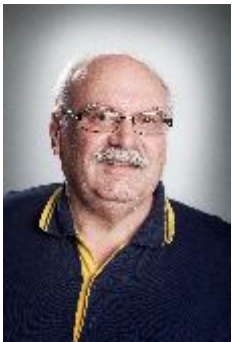
Beverley Lee
Senior Vice Chairperson

Beverley is the parent of Brite Services employee and a member of the Board since 2005. She is a strong advocate for people with a disability and is a past President and Member of the Broadmeadows Special School Council. She is holder of an Advanced Certificate in Residential and Community Services.



Cindy Shelley
Junior Vice Chairperson

Cindy is a resident of Mill Park. Cindy has long experience in warehousing and dispatch and has a child with a disability. She holds Workplace Safety certification allowing workplace entry to follow up suspected breaches of workplace safety.



John Patsikatheodorou
Honorary Secretary/Treasurer/Public Officer

John is a resident of Westmeadows. He has a background of Management positions in the business and not-for-profit sectors. He has extensive experience in financing, compliance, policy development and government relations having been the CEO of a number of welfare agencies in the north-western suburbs and served on a number of Boards. He is also a passionate advocate for social change and justice with strong advocacy experience, wide local networks and in depth experience in grass roots and community organizations. He is currently self-employed managing two stores.



Meagan Broome
Director

Meagan is a resident of Eltham. In addition to her time with Brite she has continued her consulting work advising on the design of the built environment for accessibility; particularly the design of urban spaces for mobility. She is currently a member of a Government Advisory Board; a member of the Board of Directors of the John Pearce Centre (providing services to people experiencing deafness) and is a sessional teacher at RMIT. Whilst this time commitment can be a challenge at times her greatest passion is her family and supporting them, particularly her son Matthew and his school and sporting commitments.

Our Board of Directors



Neslihan Dastan

Director

Neslihan is a resident of North Melbourne. She has completed a Bachelor of Laws (Deakin University). Neslihan is a practicing Lawyer & Business Manager (Nicholsons Lawyers & Consultants). A member of the Law Institute of Victoria and Director – Lawyers Apartments Pty Ltd – Mt. Hotham Resort. She has extensive commercial, business and property knowledge & experience. She has family members with disabilities & special needs.



Cr Vic Dougall

Director

Vic is a resident of Dallas, qualified in materials drafting and has extensive experience in document control processes. He has been a strong advocate for local services through his community volunteering and has represented the local community Council. He is currently serving a second four year term with the Hume Council. He is passionate about safety issues and local services for all people.



Christina Farres

Director

Christina is a resident of Oak Park. She is a mechanical Engineer and is currently completing an MBA as further study. She has a passion to try and make people aware that people with disabilities are still people and should be treated no differently. She has a family member who has a disability and supports him at home and with whatever he needs at work. For the last five years with her current employer she has been involved in community work from planting trees to wrapping presents at Christmas time.



Catherine Farres

Director

Catherine is a resident of Oak Park. Catherine has worked within the legal industry (Family Law) for approximately 12 years and is currently completing a Law Degree. She has a family member with a disability and is passionate about assisting those less fortunate and their families. She says that as a result she has had the pleasure of assisting and supporting work that is done through Brite Services where her brother works.



Brian Gillis

Director

Brian is a resident of Moonee Ponds. He is currently working in the not-for-profit sector. He has extensive management experience in the fields of printing, publishing and commercial advertising in Australia and overseas. Brian was Production and Distribution Manager for Blackwell Publishing. He has been involved in community work with the Moonee Valley and Darebin Councils and is currently involved with the Darebin Intercultural Centre.

Our Board of Directors



Kathleen Halfpenny
Director

Kathleen is a resident of Preston. Now retired, she has had extensive experience in the education support area, in particular in the roles of Registrar and Business Manager in local government schools with multi-million dollar budgets. In addition to this Kathleen works with Australians for Palestine. She is a past committee member and treasurer of the Melbourne Peace Memorial Unitarian Church.



Terri McNaughton
Director

Terri is a resident of Broadmeadows. She is a long time advocate for social justice and for the establishment and maintenance of community support structures. Terri has served as a volunteer on many local organisations and in particular has been an active member and secretary of Vic PACE—Victorian People Against Child Exploitation—for many years.

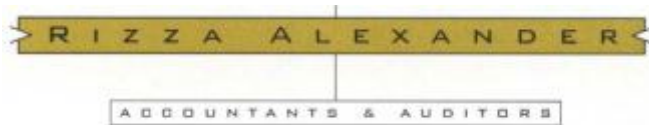


Elizabeth Rodriguez
Director

Elizabeth is a business owner and business development manager with extensive entrepreneurial skills. She is strategic and analytical, responsible for the promotion and brand management of her family business and works closely with industry leaders and the media in her capacity as public relations officer and business development manager. Elizabeth is also proactive in developing the food and hospitality industry working across the sector to enhance the development and awareness of policy, practice and training. She has a young family and partakes actively in worthy community causes including her children's school committees. Her involvement in Brite is part of that community spirit.



Auditor's Report



Brite Services
ABN: 47 114 989 650
Independent Auditor's Report to the Members of Brite Services

Report on the Financial Report

We have audited the accompanying financial report of Brite Services, which comprises the statement of financial position as at 30 June 2015, the statement of comprehensive income, statement of changes in equity and 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.

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 – Reduced Disclosure Requirements (including the Australian Accounting Interpretations) and the Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act). This responsibility includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

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 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 entity's preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate to the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity'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.

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

Opinion

In our opinion, the financial report of Brite Services is in accordance with Division 60 of the Australian Charities and Not-for-profits Commission Act 2012, including:

- (i) giving a true and fair view of the company's financial position as at 30 June 2015 and of its performance for the year ended on that date; and
- (ii) complying with Australian Accounting Standards – Reduced Disclosure Requirements and Division 60 of the Australian Charities and Not-for-profits Regulation 2013.

All funding received from the Department of Social Services (formerly the Department of Families, Housing, Community Services & Indigenous Affairs) was applied for the provision of employment assistance services to the supported employees, strictly in accordance with the Agreement.

Auditor's signature:

Rizza Alexander

A handwritten signature in black ink, appearing to read 'Paul Rizza', written over a faint, stylized background graphic.

Paul Rizza.CA
Partner

Dated this 27th day of October 2015

RIZZA ALEXANDER
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Liability limited by a scheme approved under Professional Standards Legislation.

Financial Summary

Brite Services ABN 47 114 989 650		
Statement of Income & Expenditure & Other Comprehensive Income		
For the year ended 30 June 2015		
Revenue	2015	2014
State/federal government grants	1,704,908	1,661,220
Other grants	24,616	98,034
Other organisations	1,490,061	1,481,124
Interest income	6,647	7,066
Other Income	86,259	97,536
Total Revenue	3,312,491	3,344,980
Expenditure		
Employee benefits expense	2,335,423	2,265,035
Depreciation and amortisation expense	72,860	58,779
Repairs, maintenance and vehicle expense	85,979	168,651
Fuel, water and power expense	82,944	73,656
Rental expense	29,554	153,822
Staff training expenses	8,893	6,508
Audit, legal and consultancy expense	30,389	38,472
Production expenses	350,569	272,394
Marketing expenses	12,009	8,937
Other expenses	312,804	293,184
Total Expenditure	3,321,424	3,339,438
Profit/(loss) for the year	-8,933	5,542
Total comprehensive (loss)/income	-8,933	5,542
Brite Services ABN 47 114 989 650		
Statement of Financial Position as at 30 June 2015		
	2015	2014
ASSETS	\$	\$
Cash and cash equivalents	410,117	458,423
Trade and other receivables	326,252	180,364
Inventories	158,197	168,664
Other assets	69,440	51,949
TOTAL CURRENT ASSETS	946,006	859,400
Property, plant and equipment	547,325	511,603
TOTAL NON-CURRENT ASSETS	547,325	511,603
TOTAL ASSETS	1,511,331	1,371,003
LIABILITIES		
Trade and other payables	343,688	267,744
Provisions	352,089	321,609
TOTAL CURRENT LIABILITIES	695,777	589,353
Provisions	21,408	16,787
Borrowings	38,216	-
TOTAL NON-CURRENT LIABILITIES	59,624	16,787
TOTAL LIABILITIES	755,401	606,140
NET ASSETS	\$755,930	\$764,863
EQUITY		
Retained Earnings	755,930	764,863
TOTAL EQUITY	\$755,930	\$764,863

A full copy of the Audited Financial Statements are available on request or at www.brite.com.au

Thank you! to our supporters

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