

# Camden Haven Community College Inc.



**2021-2022**



**ANNUAL REPORT**



# Annual Report

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## OUR VISION

Camden Haven Community College will continue to operate as a not-for-profit, community-based Registered Training Organisation (RTO).

It will provide equitable access to education and training through a diverse range of quality, professional, vocational, foundation and general learning opportunities that reflect the changing needs and interests of the Camden Haven and other communities.

The College will be managed in an ethical manner and integrate sustainability into training and facilities

## OUR MISSION

- To offer a friendly, supportive and inclusive environment in which individuals can achieve their potential.
- To be responsive to the community and provide educational opportunities to satisfy its diverse needs and interests.
- To provide direct relief of poverty, suffering, distress, misfortune, helplessness or disability in the community through training, education, advice and provision of other services which provide learning and development outcomes to enhance opportunities.



### **Student Testimonial** Tracie Butler **Advanced Writer's Group**

*'I just want to say a big thank you, The Write Your Story class has been one of the best courses I have done.*

*It has not only given me the writing skills needed to write my story but the confidence that I can. The educators have been enlightening and encouraging. I love that we, the students also learn from one another.'*

# President's Report September 2022

**At the 2021 Annual General Meeting, the following were elected to the Management Committee.**

Cate Potts.....President

Val Evans.....Deputy President

Bill Watson.....Secretary

Bruce Dunlop.....Treasurer

Merrilyn Cahill.....Committee Member

Pam Perry.....Committee Member

Peter Kelly.....Committee Member

Joneen Troup.....Ex Officio

Joan Otley.....Life Member (awarded September 2020)

The Committee met six times.

## PANDEMIC

The Pandemic played a significant role in college life, particularly in the first half of the year. Our trainers and students became adept at mask wearing, social distancing and hand hygiene. Students were required to vaccinate ahead of any work placements and collectively we navigated the constant changes. Always mindful that we were working closely with aged and disability care providers, our trainers focused on the importance of infection prevention and control to keep everyone safe during difficult times.

The ACE Relief Grant and Infrastructure Maintenance Funds enabled the College to invest in cutting edge technology creating great connectivity between our Taree and Laurieton campuses and our students. It positioned the College to embrace blended learning providing a better experience for students in the classroom and studying at home. Funds also enabled us to make the College a covid safe environment and addressed some important maintenance issues. The College is now looking its best and ready to welcome many more students this financial year.

Whilst Covid again impacted student numbers, we fared far better than many colleges exceeding our ACE revised target and performing well in the delivery of Smart and Skilled training. Our Lifestyle courses continued to excel with over 550 registrations across the year.

## STAFF

This has been a significant year for College staff. January marked the end of an era when long time manager Joneen Troup stepped away from the College and into a well-earned retirement. Joneen has provided the College with 23 years of leadership, shaping the organisation as we see it today. The College will always be indebted to Joneen for her tireless service and we know she will always be part of the College family.



Deputy President, Val Evans, and the College staff successfully navigated Joneen's long service leave and the appointment of a new manager. Val, Sally, Hayley, Mikaela and Veronica are dedicated professionals who have worked with such positivity through uncertain times. Our new College Manager, Gilly Paxton, took up the role in January and credits any successes to Joneen, Val and the team and their willingness to support her transition into adult community education.

Jennifer Eccleston joined the team this year in a new administration assistant role. She brings some wonderful skills to the role along with lots of local knowledge as a long term resident of the Camden Haven. Her appointment has allowed Mikaela to work predominantly from Taree ensuring the office is open for the Manning Valley community.

## COMMITTEE

Despite the challenges, I have thoroughly enjoyed my first year as President of the College. I must thank Val, Deputy President, for her generosity of time and wisdom. Her vast experience in adult vocational education is an asset to the College and I have benefited immensely from her knowledge. Bruce, our Treasurer, must also be acknowledged for his ongoing support and wise advice as we navigated the financial implications of Covid. His corporate knowledge is always invaluable. Ours is a very special Committee with many years of service. I thank all our committee members for their significant contribution and look forward to working with them again this year.

Sadly, we have said goodbye to one of our longest serving Committee members this year. Pam Perry has served the College tirelessly for more than 20 years, bringing a wealth of experience in education and a love of our community. Whilst we were reluctant to see Pam go, we wish her well in her next adventure as she moves to be closer to family.

The Committee is ready to face the challenges of a new year. Whilst Covid seems to be part of our day to day we are hopeful that it won't be the defining issue of the year and the 22/23 financial year is celebrated for all the things our community was able to do.

Cate Potts  
President



### **Testimonials Tech Savvy Senior Students**

*'I have attended a couple of classes at Camden Haven & Manning Valley Community College and they have greatly increased my Tech Savvy knowledge. The trainer, Robyn, is knowledgeable and gets the message across in a clear and relatable manner' - Barbara Thompson*

*'The Tech Savvy Senior courses have been a great help to me and I have used all the information which I have been taught' - Richard Burnet*

# Manager's Report

## for the Annual Report of the year ending 30 June 2022

### INTRODUCTION

This has been a year of leadership change for Camden Haven Community College with the retirement of Joneen Troup, stewardship of Val Evans and appointment of a new manager. We are confident that the change has been seamless and the community has been able to rely on the College during a difficult period. Despite all the upheavals of the pandemic, we hope that the College continued to bring joy, learning and inspiration to our community.

### THE YEAR IN SUMMARY

July 2021 – June 2022 was a tumultuous year across the globe. Despite the challenges, the College has thrived and it's important that we celebrate our achievements and recognise factors contributing to our success. These include:

- excellent staff demonstrating professionalism, flexibility and a willingness to work through challenges and manage change
- exemplary trainers who have embraced blended learning whilst continuing to deliver best practice training
- appointment of new manager
- significant investment in training facilities thanks to government grants
- establishing a shop front presence in Taree to better support the Manning Valley community
- increased ACE training delivery to the Indigenous community in Kempsey
- outstanding financial and moral support from the Department
- secure government funding
- continued high employment outcomes for our VET courses
- sustained accredited Vocational Education and Training
- increase in availability of fee free accredited training
- positive student feedback
- additions to accredited training scope
- expansion of lifestyle courses at Laurieton and Taree
- continuing support from our peak body Community Colleges Australia (CCA)

### PARTICIPATION

COVID 19 had a profound impact on our training, particularly pre-Christmas. We have all learnt to adapt our expectations and accommodate change. Our student numbers have remained high and we now exhibit a level of flexibility in our training that wasn't present previously. This flexibility will become a key characteristic of our training moving forward as we work to accommodate the ever changing needs of our community.

Of the 810 people who participated in training or courses at our College, 640 were enrolled in VET training either accredited or non-accredited. Our focus remains on CHC33015 Certificate III in Individual Support and we have seen many exceptional students progress through their training and take up positions caring for the people who are aging or living with a disability. Our vocational training in a range of additional, related areas continues to be popular including Mental Health First Aid, First Aid, Manual Handling and Foot Care. All students are encouraged to participate in Foundation Skills (language, literacy and numeracy) which is integrated into their vocational training. Our Foundation Skills training is also available as a stand alone option for many students.

State and Federal Governments are committed to supporting vocational education with fee free opportunities for further training in many targeted industries. This has included aged care and we have worked closely with industry to upskill many existing workers. Our relationships with industry play a key role in our VET success ensuring placements and often offering students employment opportunities before completing their studies.

Our non-accredited vocational courses continue to be popular attracting registrations from across the region. Students find our training accessible, informative and supportive. Our Tech savvy Seniors program is popular at both Taree and Laurieton and we are fortunate to have a trainer who is able to manage both locations. Our Lifestyle program goes from strength to strength with many courses over subscribed. We are continuing to expand Lifestyle Training opportunities at Taree and look forward to welcoming many students over the coming months.

## **NSW GOVERNMENT SUBSIDISED TRAINING**

### **ACE Program**

Our ACE program has supported mostly disadvantaged participants in nationally accredited training. Working within the ACE guidelines, we have also supported many regional students with vocational training and provided non accredited opportunities for both. We exceeded our COVID adjusted targets and we are looking forward to another successful year supporting those in the community who need us most.

### **Smart and Skilled program**

All participants in the NSW Government Smart & Skilled program qualified for a fee exemption as part of the state and federal governments response to the pandemic. Our highest activity was in CHC33015 Certificate III in Individual Support. We had increased enrolments in the CHC43015 Certificate IV in Aging Support largely driven by the fee free opportunity and our engagement with industry.

In addition to funding full qualifications, the Smart and Skilled, Skilling for Recovery initiative saw opportunities for us to apply for funding for part qualifications. This saw us train a number of people in the CHCSS00070 Assist Clients with Medication Skill Set which has been highly sought after by aged care providers in the area.

### **The Committee**

Camden Haven Community College Inc is governed by a dedicated and resourceful volunteer Committee, the governing body of the Association. Cate Potts was elected President of our Committee at the last AGM and has proven to be an astute and proactive President supporting management through difficult times. Her wisdom and intellect have served the College well throughout the year. Sadly, we have said goodbye to one of our longest standing committee members, Pam Perry, who has moved from the area to be closer to family, she will be missed. We are fortunate to have a wonderfully cohesive and supportive committee who understand the College and feel passionately about our community.

### **The Team**

I took up the position of manager at the College in January. New to adult education, not a day has past when I haven't been in awe of the people I work with. The administration team, the trainers, the regular contractors who make the College work are outstanding people who strive to provide exceptional service. The feedback from students is so heartening and it is thrilling to hear how the College experience has positively impacted their lives. I feel humbled and very honoured to be part of it.

Gilly Paxton  
Manager



# Camden Head Pilot Station Manager's Report

**This report comprises a brief synopsis of events and progress at the Pilot Station in the last 12 months from July 2021 to June 2022.**

## Maintenance

Maintenance is ongoing at the Pilot Station. We have upgraded the external bathroom making it safer and more appropriate for visitors with varying abilities. This was all undertaken under Crown Land funding. The lawn plumbing maintenance is undertaken by our contractors.

## Accommodation

July 2021 to June 2022 the occupancy rate was as follows.

July (31) 30	August (31) 14	September (30) 12	October (31) 15
November (30) 22	December (31) 31	January (31) 22	February (29) 22
March (31) 16	April (30) 30	May (31) 25	June (30) 17

Total occupancy days 231 as opposed to 211 for the previous year. Figures show the Pilot Station had an occupancy of 63%. The Pilot Station was booked for 80% occupancy during this financial year but cancellations due to Covid and flu's were frequent. Bookings have been strong throughout the year with regular guests opting for long stays during the low season.

## Finances

Accommodation and events at the Pilot Station were heavily impacted by closures due to COVID-19 and an early flu season. These activities sustain the Pilot Stations operation so parts of the year we have experienced financial hardship. Due to the support of the Camden Haven Community College and many grants we have been able to adjust to the new COVID-19 climate.

## Education

Due to teacher shortages Camden Haven High School students were unable to undertake their trip to Lady Elliot Island. Donna and Simon were unable to do primary school visits for the same reason.

## Culture and Heritage

Biripai academics held two residencies where they completed the Birbay language dictionary. Collaborative projects with the local Biripai community include a Singing Country Video for Camden Head, Traditional Fishing grants through the Department of Primary Industries to aid in the transfer of cultural fishing knowledge on Country. Funding applications through Transport NSW to facilitate Cultural events.

Community events have been well attended. Many requests have been made for tours but due to the current COVID and flu climate have continually been postponed.



## Environment

Landcare has continued at the Pilot Station. Ian has been joined by Tom and Ross. They are working on keeping exotic weeds down and since the rain we have been planting in line with the environmental corridor planning between all the Landcare groups on the headland to focus on creating future Koala corridors. We have also started natural boundaries with lomandra's to deter dog walkers and motorbikes on the nature reserve.

## Thanks

In finalising this report I would like to thank volunteers Ian, Pam, Ross, Tom and Peter for their work and support. Sally, Mikaela, Jennifer and Gilly for their continued support and assistance.

I would like to acknowledge the support of the Management Committee. Members have been so generous with their time throughout the year signing off on funding applications and generally supporting my actions with great enthusiasm.

Thank you all.

Hayley Proudfoot  
Pilot Station Manager

