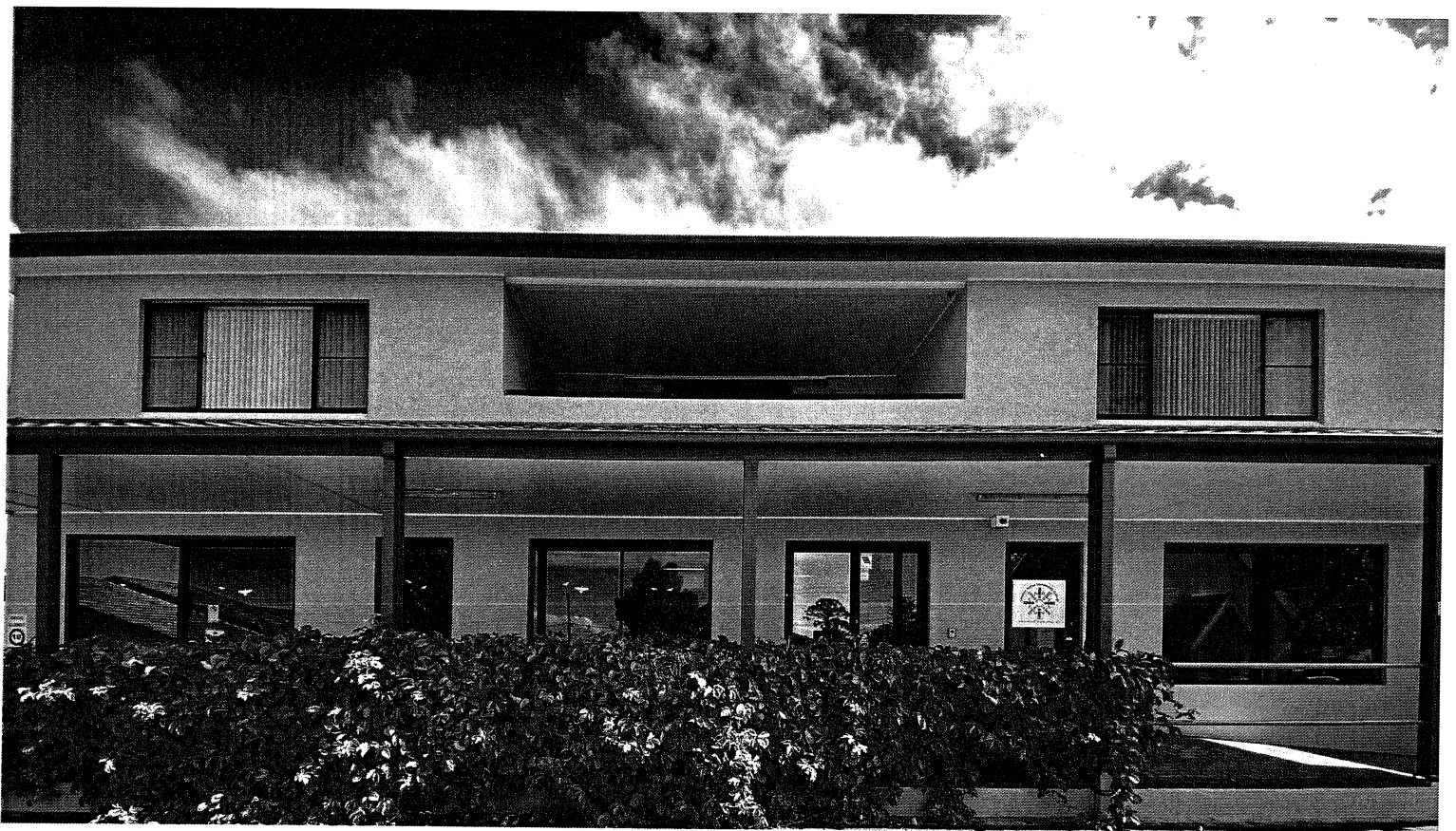


Camden Haven Community College Inc.



Annual Report

Report on twelve-month period 01/07/20 to 30/06/21
for the financial year ending 30th June 2021.

Camden Haven Community College Inc Annual Report

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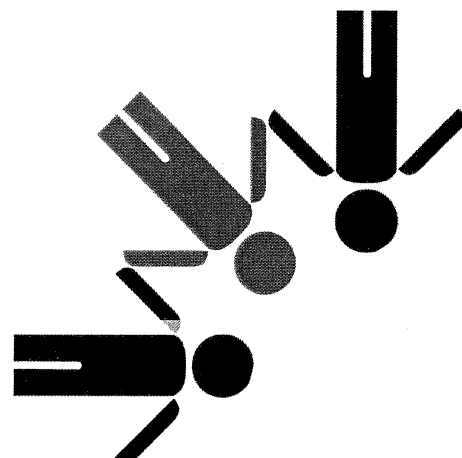
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VISION

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

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.



PRESIDENTS REPORT SEPTEMBER 2021

At the 2020 Annual General Meeting the following were elected to the Management Committee

Tony Carroll –President

Cate Potts – Deputy President

Bill Watson – Secretary

Bruce Dunlop – Treasurer

Merrilyn Cahill – Committee Member

Pam Perry - Committee Member

Joan Otley - Committee Member

Peter Kelly - Committee Member

Val Evans - Committee Member

Joneen Troup ex Officio

The Committee met six times with the -July & -January meetings held via zoom.

PANDEMIC

The Pandemic has restricted the college's activities during the year with lockdowns, course reductions etc. However despite problems that have arisen the College has functioned well due to a combination of brilliant leadership from Manager Joneen, full cooperation from all staff & tutors as well as much appreciated financial assistance from The Commonwealth & State Governments.

Recent advice from the NSW Department that an ACE Relief Grant allocation of \$63,640.54 has been approved for the College is great news. Also great news was the "HIGH SCORING" rating the college received in relation to the Smart & Skilled program.

The additional accommodation acquired last year provided sufficient space to at times allow continuation of aged care courses. The Committee also used the area for face to face meetings. Hopefully with vaccination rates increasing in recent times we may at some point reach a time of greater freedom with less restrictions allowing for a full program to proceed.

STAFF

I would like to congratulate all staff Joneen, Sally, Veronica, Mikaela, Haley, Sarah for their dedication. The Camden Haven Community & The Manning area are well served by this group.

Joneen has advised that she intends to proceed on long service leave & on behalf of the committee I wish her well & hope that she enjoys a well-deserved break.

It would be remiss of me not to make a special mention of Margaret Kernahan's service for the College. Margaret resigned on 9th June 2021 after twenty-six years . An amazing contribution.

COMMITTEE

I wish to place on record my appreciation of the assistance I have received from all members of the current Committee which has helped me to serve as President for the last 5 years. My first association with the college was serving as a volunteer commencing in 2001, subsequently I became a paid employee & following my resignation from that position became a member of the Committee in 2013. Being involved with the College is obviously rewarding when you note the longevity of Committee members & staff members.

It is with deep regret that I must advise circumstances prevent me from standing for re-election to the Committee. I therefore submit my resignation from the Committee as from 16/9/2021. It has been a privilege to have been involved for the last twenty years & I will always treasure the friendships I have made.

I wish all Committee members all the best for the future & congratulate Kate Potts on her impending election. I know that she will be an excellent President.

Tony Carroll

President

Manager's Report for the Annual Report on the year ending 30 June 2021

Introduction

Welcome to the Annual General Meeting, held 16 September 2021. We had planned to be together for this AGM on Biripi country, at the Camden Head Pilot Station; however, COVID restrictions have intervened. I present this report as the appointed Manager of Camden Haven Community College Incorporated, on the financial year ending 30 June 2021, to the members of the Association.

The Year in Summary

Despite the challenges of COVID-19, our college experienced success in all areas and sustained a healthy surplus. Following are some of the indications of our success:

- maintaining excellent administration staff, trainers, tutors, facilitators, volunteers, managers, as well as college support people, industry and businesses
- continuing sound governance with our supportive Committee
- flexible, quick and workable responses to the COVID situation
- successful outcomes and participation in government subsidised programs
- high employment outcomes following our VET courses
- successful outcomes for many disadvantaged participants in the Camden Haven and Manning Valley communities
- sustained accredited Vocational Education and Training (VET) training
- increased non-accredited vocational participation
- improved lifestyle program
- improved and additional training facilities and programs, both at Laurieton and Taree
- great student feedback
- ongoing industry relationships
- supportive grants
- JobKeeper support (Jul- Dec 2020)
- Sector (ACE/Training Services/colleagues) and Peak Body (CCA) ongoing support
- operating surplus

Participation

Although COVID-19 continued to impact our education activity, 715 people participated in training or courses with our college, compared to 466 in the previous twelve months (a difficult COVID time). The devastating floods in March 2021 affected many college participants. Under the new trading name, Camden Haven and Manning Valley Community College, enrolments have increased. The additional rented training room at Taree will continue to support our growth in this community.

CHC33015 Certificate III in Individual Support continues to be our focus, with fantastic outcomes. Caring for people who are ageing or living with disability is important in our community and these are key areas for employment in the Camden Haven and Manning Valley areas. We offer vocational training in a whole range of additional, related areas such as Mental Health First Aid, First Aid, Manual Handling, Foot Care and more. Foundation Skills (language, literacy and numeracy) support is integrated into all vocational training as well as offered as separate learning. We have service agreements with Aged Care Facilities who prioritise our students for work placement.

Traineeships are a growth area for our college. The year saw an exciting new program of traineeships in Disability qualifications, working with a disability provider in the Manning community. We continued our traineeships in Business, working with the local club.

Our lifestyle participation continues to grow and become more interesting and well attended. Non-accredited vocational courses, specific to people and industry needs, were very popular. Funded positions in Tech Savvy Seniors courses were quickly filled.

Our new website has enabled more advanced and more efficient systems for enrolment, advertising, communication and information, in a user-friendly environment.

NSW Government subsidised training

ACE Program

Our ACE Program mostly supported disadvantaged participants in nationally accredited training, with growth in participant numbers in non-accredited vocational courses and smaller numbers supported as regional students. Despite COVID-19, and with much extra work, especially from our program manager and trainers, allocated targets were close to fully achieved and we have many success stories and great outcomes of further training and/or employment.

Smart & Skilled program

Most of our participants in the NSW Government Smart & Skilled program qualified for a fee exemption or concession. Our highest activity was in 'CHC33015 Certificate III in Individual Support' and 'FSK20119 Certificate II in Skills for Work and Vocational Pathways' with enrolments at Laurieton, Taree and the surrounding communities. Training that involved mandatory work placement was impacted by COVID-19 and some students were unable to complete their qualification until workplace hours could be assessed.

Camden Haven Community College Inc, Registered Training Organisation (RTO), was identified as a high performer in the Smart and Skilled Program, based on our students' data for the following: personal benefit, employment benefit, achieved the main reason for study, training relevance, satisfaction score, non drop out rate and disadvantaged non drop out rate. We were advised 'that your organisation's performance has been assessed on the outcomes and indicators shown on the VET Student Outcomes Snapshots relative to the performance of a peer group of the most similar providers and then ranked against all other Smart and Skilled Providers. Your organisation scored in the 81-90 score band, and as a result your organisation's initial performance classification for 2021-22 is: **HIGH SCORING**'.

The Committee

This reporting period saw the continuation of our committed members of 'The Committee', the governing body of the Association, Camden Haven Community College Incorporated. It is fantastic to have a Committee that functions so cohesively and understands our organisation so well.

Some of our Committee members have been supporting the college for many years. The Minutes of the Committee meeting in June 2001 include Pam Perry, Bruce Dunlop and Bill Watson. Over twenty years... brilliant! A huge thank you. I also note that Isaacs and Cole have been the financial auditors over this period, with Mark or Rhiannon attending our AGMs.

The Team

Thank you to all the college 'family'. Our administration team and trainers are the best! Our students keep coming back and give us great feedback. Industry and business are keen to work with us.

After around twenty-three years with the college, and as Manager since October 2000, the year we moved into the current premises, I am taking extended Long Service Leave. Val Evans is replacing me during my leave, and I would not have taken this step without the assurance of her easy slide into the position with her experience, competence, knowledge of the college management and loyalty. Thank you everyone.

Joneen Troup, Manager
September 2021





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Camdenheadpilotstation.org.au

Camden Head Pilot Station Annual General Meeting Report September 2021

This report comprises a brief synopsis of events and progress at the Pilot Station in the last 12 months from July 2020 to June 2021.

Maintenance

Maintenance is ongoing at the Pilot Station. During and post Covid 19 Closures we have replaced the:

- heritage guttering,
- Boatshed water tank,
 - both fridges.
 - washing machine,
- all the electrical fixtures,
- toilet and all the external bathroom fixtures
 - Toaster, kettle and urn
 - curtains
 - bedside lamp
 - water pump
- our carparking area and
 - whipper snipper

The water pump and the whipper snipper were the only things we replaced that wasn't covered by external grants. The lawn maintenance is now shared between our contractor and Ross our volunteer. As a result, we are saving money and the grounds are much better kept.

Accommodation

July 2020 to June 2021 the occupancy rate was as follows

July (31) 0	August (31) 0	September (30) 0	October (31) 20
November (30) 26	December (31) 30	January (31) 27	February (28) 28
March (31) 7	April (30) 28	May (31) 30	June (30) 29

Total occupancy days 225 as opposed to 211 for the previous year. Figures show the Pilot Station had an occupancy of 61%. Forced closures due to Covid 19 and then later due to constant boarder closures. We also shut for two weeks to replace the guttering. The Pilot Station was booked for 85% occupancy during these closures. 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. 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. Our grants have



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totaled almost \$90 000 over the last year and have helped ease the financial burden and allowed us to undertake much needed upgrades.

Education

The trip to Lady Elliot Island by Year 12 students at Camden Haven High went ahead in late June 2021 with five students and 2 teachers having an incredible trip. Our resident authors and illustrator did their usual local Primary School workshops with glowing feedback.

Multiple basketry workshops were held in the Boatshed and have been a wonderful success.

Culture and Heritage

We have established partnerships with Bunyah and Birpai Local Aboriginal Land Councils. Collaborative projects with the local Birpai 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.

Historical Tours and community events have been well attended and many requests have come in to facilitate more.

Our successful Department of Lands grant allowed us to remove and update our heritage guttering with a beautiful new product built specifically for heritage buildings that will last a lot longer than the last guttering due to changes in technology. It enabled us to update all the electrical fixtures and facias.

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 and replaced a lot of trees we have lost in drought. We have had some assistance from the Council focused on very invasive weed surveys on our grounds.

Thanks

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

I would like to acknowledge the support of the Management Committee. I greatly appreciate the support for funding and your enthusiasm for my shift in vision towards a more community orientated Pilot Station Plan. Thank you all!!



Hayley Proudfoot

Manager

Camden Head Pilot Station

www.camdenheadpilotstation.org.au

Camden Haven Community College

