



Westlakes Access & Support Inc

Annual Report 2024-2025





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Business Details

Registered Trading Name: Westlakes Access & Support Incorporated

ABN: 32 944 107 095

Registered charitable No: Y17387-05 **Charitable Fundraising No:** 10769

Postal Address:

P O Box 200 Toronto NSW 2283

Tel: (02) 4958 7442

Email: manager@wasinc.org.au or admin@wasinc.org.au

Website: www.wasinc.org.au

Auditor

JSA Group- Michael Sweeney
Level 2, 94 Lambton Road
Broadmeadow NSW 2292

Honorary Solicitors

Turner Freeman
1/54 The Boulevarde
Toronto NSW 2283

Patrons

Mr Adam Schultz Mayor of Lake Macquarie, Mr Pat Conroy MP, Mr Greg Piper MP, Dan Repacholi MP, Dr Peter McGeoch

Office Holders 2024 - 2025

President

Mr Errol Lind

Vice President

Mr Ian Miller

Honorary Treasurer

Mr Errol Lind

Honorary Secretary

Ms. Narelle Grabham

Directors

Mrs. Pam Jacobson, Ms Kathy Gracz, Jan Lind

Our Registrations

Registered Community Housing Provider under the National Regulatory Code

Registered NDIS providers under the NDIS Quality & Safeguards Commission

Registered charity under the Australian Charities and Not-for Profits Commission (ACNC)

Our Memberships

National Disability Services- Disability Peak Body

Icare NSW- Workers Insurance & Care

Amplify Alliance- Blanket cover insurance, HR & ER advice

Peninsula- HR & ER advice

SOS- Computer systems maintenance and assistance

Jezweb- Website design and maintenance

EAPAssist - Employee Assistance Program

Our Residents



Suzie



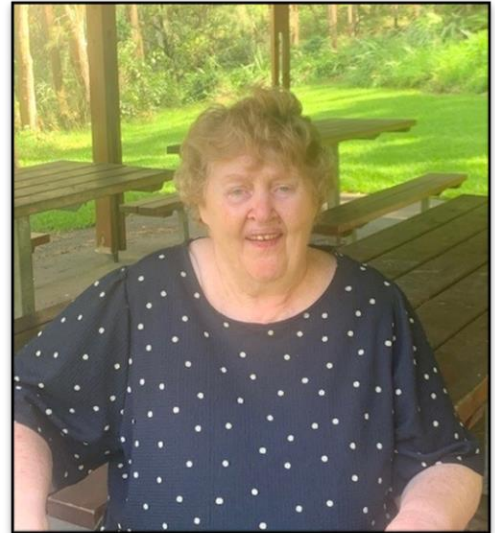
Susan



Lisa



Raeline



Helen



Donna



Robyn



Stephen

Our Staff



David



Amanda



Seeta



Sharon



Deb



Leanne



Sheryn



Liz



Laura



Kabin



Tanika



Janet



Heath



Jenny



Leisa



Kelly



Tanya



Kath



Lichelle



Cathy



Lynn



Jo

Chairperson's Report
32nd Annual General Meeting – 22 October 2025

Chairperson's Report

Welcome all members to our 32nd Annual General Meeting.

Thank you to all our staff, your dedication and professionalism in your role is appreciated by all our residents and their families without you we could not continue.

I also recognize the ongoing efforts of the management committee whose governance of our services strategic direction continues as it has for many years.

Staff retention over the past 12 months has remained consistently high.

We continue to engage in the services of Amplify Alliance Australia (*formerly Jobs Australia*) & Peninsula (*formerly Employsure*) to assist in managing Human Resources and Industrial Relations.

We maintain membership of an Employment Assistance Program *EAPAssist* to offer our staff support.

Our main service provision being Supported Independent Living (SIL) we also provide Community Access, transportation and Community Housing.

Our compliance obligations to maintain registrations to the NDIS Quality & Safeguards Commission to provide services to NDIS participants, the National Regulatory System for Community Housing to provide community housing, the Australian Charities and Not for Profit Commission as a registered charity are ongoing and WASInc meets these requirements with openness and transparency.

We have ongoing memberships to National Disability Services (*Disability sector peak body*).

SOS Our Computer systems support (*Sharepoint*)

Jezweb- *Website support*

I would like to acknowledge JSA Group for their role as our auditing accountants.

Turner Freeman our Honorary Solicitors.

Our patrons Adam Schultz Mayor of Lake Macquarie, Pat Conroy MP,

Greg Piper MP, Dan Repacholi MP & Dr Peter McGeoch.

Thankyou for your commitment to Westlakes Access & Support Inc.

**Errol Lind
President**

Treasurer Report

32nd Annual General Meeting – 22 October 2025

Financial Report for period ending 30th June 2025

Members of the Committee

WASINC has been able to reduce expenses over the past 12 months and we have made a profit to 30 June 2025.

Our major income came from the NDIS, board and lodging & transport payments.

Wages and staff related expenses continue to be our major expenses.

WASINC's net profit as of 30/6/25 was **125,903.00** as per the audited report from JSA Group.

WASINC position as at 30/6/25

Total Assets are Current **\$1,646,835.00**

Non Current **\$1,206,285.00**

Total **\$2,853,119.00**

Total Liabilities are Current **\$350,624.00** being,

GST payable **\$19,412.00**

Provision for Employee Entitlements **\$331,212.00**

Net Assets of **\$2,502,495.00**

Errol Lind
Honoree Treasurer

Service Manager's Report

Westlakes Access & Support Inc are now in their 36th year of supporting adults with an intellectual disability to live a quality life.

Our 2025-2030 Strategic plan identified the Strategies, Actions and Outcomes for the next five years.

- Continue providing a quality support service.
- Maintain Compliance & Partnerships.
- Employer of choice.
- Continue to be a viable not for profit charitable service provider.
- Maintain a strong governance.
- Keeping the people we support, staff & visitors safe in their environment.

As well as the challenges that lay ahead.

- Increasing support needs of our ageing residents.
- The National Disability Insurance Scheme funding
- Engagement with the National Disability Insurance Agency
- Increasing compliance obligations.
- An ageing workforce (long term staff – mid 50's to mid 60's)

The NDIS Quality & Safeguard Commission continues to oversee the disability sector and provide guidance and benchmark standards for disability service providers.

WASInc is due for a mid term assessment in 2026 and registration renewal in 2027.

Our registration as a Community Housing provider is ongoing and assessments continue annually with the Registrar to be able to continue our long term lease of our First Street home.

Our Albion Close home is maintained to an acceptable standard. It requires some extensive work to the outside paving areas and the carport.

As part of Housing NSW's commitment to community housing our First Street home had major renovations/modifications over the past 12 months.

The main bathroom has been updated to comply with Australian standards.

A ramp from the front entrance of the home and footpaths around the home enables our residents to access all areas of the yard and is a second entrance/exit should we need in an emergency.

Resident meetings continue to be held in both homes each month and family members are invited to be involved to advocate for their family member.

Westlakes Access & Support continue to strive to be an employer of choice. Staff are recognized for their commitment to their roles by staff recognition morning teas, continuance of service, a "Spotlight on" in each months newsletter, staff engagement days, the end of year thank you gift from the WASInc committee and times of joy, sickness and grief are acknowledged.

Staff are also provided with access to an Employee Assistance Program - EAP Assist.

We currently employ 22 staff under the SCHADS Social, Community, Home Care and Disability Services Industry Award 3 PFT, 15 PPT 4 casual staff. 2 staff have left our employ over the year.

Our First Street home is staffed two staff for 13 hours a day and one staff for the remaining time.

Our Albion Close home has been reduced to 3 residents with one staff member 24 hours a day.

Senior Worker works her hours between both homes.

Thank you to the committee, staff and families for supporting me in my role.

Cathy Gill

Service Manager