



Quality professional learning

2013 Annual Report



Advocacy



Leadership

The Australian Council for Health,
Physical Education and Recreation,
Victorian Branch Inc.

www.achper.vic.edu.au



Active and Healthy for Life

Contents



ACHPER Victorian Branch – about us	1
2013 Branch Structure	2
Life Members and Fellows	3
President’s Report	4
Chief Executive Officer’s report	6
2013 Projects, Programs and People	7
Tertiary Student Awards	15
2013 ACHPER Membership Milestones	18
Financial Report	19

ACHPER Victorian Branch Inc. - about us

The Australian Council for Health, Physical Education and Recreation, Victorian Branch Inc. (the Branch) is the professional association representing teachers and other professionals working in the fields of health, physical education, sport, recreation and related studies. ACHPER is a member based, not-for-profit organisation with significant profile.

The Branch provides professional learning opportunities, resources and support for educators in our areas of focus. We work collaboratively with government and non-government organisations advocating and promoting healthy, active lifestyles.

The Branch is governed by an honorary board, comprising professionals from government, community and education sectors. Funds generated from the Branch’s activities are used for further projects and member services.

Vision

Quality health and physical education for all students.
Promoting active healthy lifestyles.

Mission

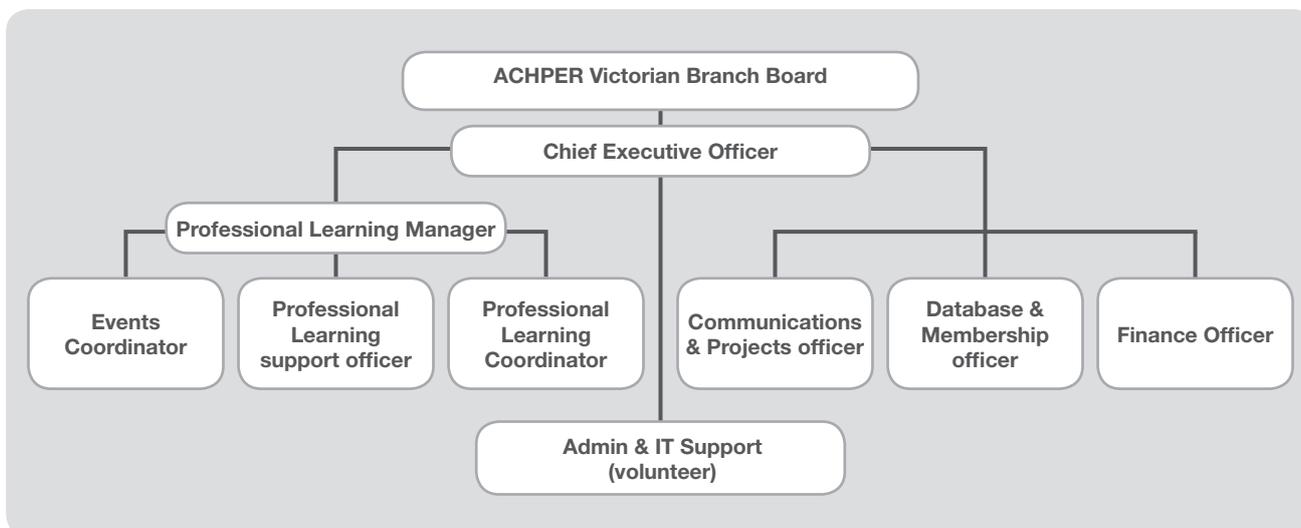
We will equip and enable teachers to maximise student outcomes in health and physical education, sport, outdoor education and related studies.

Values

We will act with integrity, respect individuals, strive for excellence, embrace challenges and collaborate to achieve success.



2013 ACHPER Victorian Branch Board and Staff



2013 ACHPER Victorian Branch Board

President – Dr Trent Brown (Finance Portfolio Chair)

Vice-President – Mr Wayne Judge (Finance Portfolio)

Board Members – Ms Wendy Powson (Professional Learning Portfolio Chair), Ms Sally Jones (Professional Learning Portfolio), Ms Jennie Garnham (Professional Learning Portfolio), Ms Jane McPherson (Professional Learning Portfolio), Ms Naomi Lind (Governance Portfolio Chair), Ms Jude Maguire (Governance Portfolio), Mr Trevor Robertson (Governance Portfolio), Dr John Quay (Research & Education Portfolio Chair), Dr Amanda Mooney (Research & Education Portfolio).

2013 ACHPER Victorian Branch Staff

Chief Executive Officer: Hilary Shelton

Hilary works closely with the Board to set the direction of the organisation and leads the Operational Team. Hilary works to strengthen stakeholder relationships with education authorities, sector leaders and practitioners to position the Branch to deliver on its mission. The CEO also sits on the Governance and Finance Portfolios.

Professional Learning Manager: Dr Bernie Holland

Bernie oversees the professional learning team with key responsibility for development and leadership of the Branch's professional learning program. Bernie works closely with key educational, government, community, health and sporting organisations aligned with the Branch's mission. The Professional Learning Manager also sits on the Professional Learning and Research & Education Portfolios.

Professional Learning Coordinator: Jo a'Beckett

Jo plays a lead role in supporting teachers in the areas of curriculum, health, physical education and VCE study designs. Jo's wealth of experience extends to numerous education, health and sporting advisory committees and forums. The Professional Learning Coordinator also sits on the Research & Education Portfolio.

Professional Learning Support Officer: Paula Parkin

Paula provides support for the planning, implementation and evaluation of the professional learning program.

Project and Communications Officer: Mark Pimlott

Mark manages major projects of the organisation including the annual state conference. Mark also leads the marketing and communications and can assist with promotional opportunities.

Database and Memberships Manager: Kerrie Borrie

As office receptionist, Kerrie is often your first port of call and will help with your initial enquiries. Kerrie is the main contact for queries regarding: event registration; login help; updating your information and membership queries.

Event Coordinator: Joanna Quirke

Joanna works within the professional learning team assisting with event logistics. She also assists with the organisation of the annual state conference.

Finance and Office Manager: Kate Caputi (resigned Feb 2014)

Kate ensures all financial processes and systems are efficient and accurate. The finance officer is responsible for the accounts receivable/payable, payroll and other financial administration.

IT and Administration Volunteer: Lee Massi

Lee works closely with all members of our team. He provides integral support to the finance officer and more recently has assisted the association to make well-researched decisions regarding IT integration and Business Systems.

ACHPER Victorian Branch Inc. Life Members and Fellows

Life members

Ms Jo Anwin
Miss Lorna McConchie (dec)
Dr Elaine Murphy, AM
Dr Brian Nettleton
Dr Frank Pyke (dec)
Dr Peter Reichenbach, OAM
Ms Tricia Robertson
Dr Jeff Walkley

Mr Brian Dixon
Mr Neil Evans
Ms Helen Fraser
Mr Peter Fryar
Mr Ian Gittus
Dr Chris Hickey
Ms Margaret Horton
Dr Judy Ann Jones
Mr John Kilpatrick
Mr Norman Lacy
Dr David Lawson
Mr Tom Mann (dec)
Mrs Anne Morgan
Mrs Merlyne Nagle (dec)

Ms Patricia Nagle
Dr David Parkin, OAM
Mr Garry Powell
Mr Brian Safe
Mr Roy Sandstrom
Mr Dennis Stanton
Ms Lynne Sheehan
Mr Brendan Smith
Mr David Smyth
Dr Peter Swan
Dr Richard Tinning
Mr Bill Walker
Mr Peter Wright
Dr Jeff Walkley
Miss Betty Walpole (dec)

Fellows (other Branches now residing in Victoria)

Dr John Saunders (QLD)
Mr Andrew Whittaker (NSW)

Honorary members

Dr C H Hembrow
Mrs Belinda Utassy

Honour awards

Mr Stephen Elder
Mr Stephen Moneghetti
Mr Tom Reynolds

Fellows

Ms Sandy Allen-Craig
Ms Janice Arney
Ms Camille Bradley
Dr Colin Davey



President's report

Wow! Another year has gone past so quickly! It is with great pleasure that I present to you, the members of ACHPER Victorian Branch, my President's report for the years 2013-2014. I would like to take this opportunity to thank all members and non-members who have contributed to making ACHPER Victorian Branch the organisation it is. Clearly the profession of Health and Physical Education is in a Defining Time. As our national/international conference in 2013 showed there is much to do to keep the importance of our learning area at the fore of principal's, policy officers, politicians and the community's minds.

I would sincerely like to thank all the staff for making ACHPER Victorian Branch what it is. Without them I know the strategic direction of the organisation would never be operationalized. The dedicated professionals are: Hilary Shelton, Bernie Holland, Jo a'Beckett, Mark Pimlott, Kerrie Borrie, Christina Harry, Joanna Quirke and Paula Parkin. I would also like to recognise the fantastic voluntary work undertaken by Lee Massi across the past 8 months. On behalf of the Board I would like to thank these tireless individuals. It is timely to also recognise the fantastic Board members that have contributed enormously to the success of the organisation. These people undertake the role because they are passionate about the profession and advocating for its importance in the community. Each of them has tirelessly worked to ensure the strategic direction is on track and support the work of the office staff. I would like to thank the following Board members: Wayne Judge, Naomi Lind, Sally Jones, Wendy Powson, Jude Maguire, John Quay, Amanda Mooney, Trevor Robertson, Jane McPherson, and Jennie Garnham.

As with any contemporary organisation, there is likely to be some change and over the previous 12 months, our organisation has not been immune. It is with sadness we see the departure of Kate Caputi, our finance officer who has taken a role in another Victorian not-for-profit organisation. Kate provided the organisation with sound



Dr Trent Brown
President
ACHPER Victorian Branch Inc.

financial and accounting advice, including ways to enhance and streamline our processes. Kate often worked outside her role to ascertain the best financial position for the organisation. All the very best with your new endeavours Kate! This year marks some fantastic achievements for a couple of other office staff. Kerrie Borrie will have worked for the organisation for 20 years which is a fantastic achievement. She has seen the organisation move from a voluntary professional teachers' association to one that operates very much utilising contemporary business practices. Thank you Kerrie for your wonderful commitment and demeanour. Our project and communications officer, Mark Pimlott and his wife Cheryce, are expecting their first baby in early July! As with any birth this is a life changing experience and we wish Mark and Cheryce the very best.

It is appropriate here to thank the wonderful support of two current Board members who, for various reasons, are not renominating for their positions. Firstly, I would like to thank Wayne Judge for his services to ACHPER Victorian Branch. He has undertaken many roles within the organisation from presenter through to Acting President. Wayne has spent the last 8 years as Vice-President (four terms). During this time he has contributed immensely to the organisation through a number of different forums, including governance, finance and professional learning. We wish him all the best in the future. I would also like to thank Jude Maguire for her dedicated commitment to school sport and physical education. Jude is a passionate advocate for the profession, and will continue to be so as CEO of School Sport Victoria. Jude has drawn on her vast



management experience to support the development of the organisation through the governance portfolio. On behalf of the members I thank these individuals for giving up their time in pursuit of a better profession.

The year has been a very hectic one for all those involved in the organisation. We continue to develop and host a wonderful set of professional learning events which enable health, physical and outdoor education teachers as well as sports coaches to undertake and learn about contemporary practice. This culminates in our conference and in 2013 we simultaneously hosted the 28th International ACHPER conference alongside our annual state conference. From all reports it was an amazing success – keynote and featured presentations across the three days were exceptionally well received, as were the over 200 elective sessions which made up the practitioner-conference. In a first for the Branch, we also had over 60 academic presentations given by those working at a tertiary level in exercise science, physical activity and physical education teacher education.

From a financial perspective we are in a position of stability and looking for opportunities to grow and expand the work and services we offer. More often than not ACHPER Victorian Branch has operated with a surplus at the end of the financial year. With a focus on expanding our staffing and expertise, the Board decided it was appropriate to prepare for a deficit in 2014. This strategy will grow our organisation in the longer-term with a focus on more robust professional learning practices, including delivery of material in a contemporary online learning space, alongside more traditional face-to-face delivery models.

As President of this organisation I am in a privileged position. I thank you all for your ongoing support of my leadership as we move into the future. It is important to recognise, without the support of others, including government and non-government organisations much of our work would not be possible. I would like to thank the Department of Education and Early Childhood Development (DEECD), School Sport Victoria (SSV), Victorian Curriculum and Assessment Authority (VCAA), Catholic Education Office Melbourne (CEOM) and the Department of Planning and Community Development (DPCD - Sport and Recreation) for their continuing support of our organisation.

Finally I would like to thank all those individuals who continue to support me in my role as President of this wonderful organisation. I must say it is not a position I ever saw myself undertaking but it is a real pleasure to serve with you. I am a true believer such organisations are only ever as strong as its members, so I finish with a plea. If there is any way you are able to support the work of ACHPER Victorian Branch, please let me or the office staff know. We will appreciate it.

Enjoy 2014 and I hope it is prosperous for you!



Dr Trent Brown
President
ACHPER Victorian Branch



Chief Executive Officer's report



Ms Hilary Shelton
Chief Executive Officer
ACHPER Victorian
Branch Inc.

At the Australian Council for Health and Physical Education and Recreation, Victorian Branch Inc. (ACHPER) we operate in a vitally important area of education. Quality Health and Physical Education (HPE) is an essential component for enabling children to be the best possible version of themselves. I'm pretty sure most of you reading this report would agree with this sentiment. If you're reading this then you're likely to be a committed, enthusiastic, passionate, motivated advocate of HPE who is walking the talk. You understand by providing high quality HPE experiences for your learners you are giving opportunities which can:

- Lead to improved motor competency and in turn can:
Lead to greater levels of participation and enjoyment through physical activity and sport.
- Develop positive behavioural traits including self-esteem, cooperation, teamwork & sportsmanship and in turn can:
Lead to higher levels of mental, social and emotional health and wellbeing.
- Promote attention, concentration and problem solving abilities and in turn can:
Lead to enhanced academic learning.

When you really simplify it, HPE teachers provide experiences that can enhance a child's:

- Physical Enjoyment and Health
- Mental Wellbeing, and
- Academic Ability.

I'm not sure any other learning area provides such an array of rich and diverse opportunities for growth. HPE is certainly unique in this sense.

The curriculum tells us what must be taught but it does not tell us how it should be taught. How it should be taught comes from YOU. How it should be taught comes from your knowledge and understanding of the content and the pedagogy. Research tells us just because a high quality HPE curriculum can deliver all of the benefits mentioned above, it is not inevitable it actually will.

"Achieving the benefits of Health and Physical Education relies upon a carefully planned curricula implemented by skilful, knowledgeable professionals who have the support of colleagues, parents and education authorities" (Penney, D., 2010, DEECD).

The link between what can occur with the implementation of a high quality HPE curriculum and what actually occurs is you, the teacher and it's our relationship with you which will help to enhance even further your ability to continually deliver the best quality HPE experience for your students.

It is ACHPER's core function to provide you with the support you need to fulfil your role to the best of your ability. In our daily work at ACHPER we often hear about and see for ourselves the brilliant practices occurring in your schools. We also hear you asking for more support, more recognition, easier access to information and more collaboration with colleagues.

Our responsibility is to support you and to help you remove any obstacles getting in the way of you being able to provide your students with high quality learning experiences in health, sport, outdoor and physical education. In doing so, we achieve our vision of **Quality Health and Physical Education for all Students** and **Promoting Active Healthy Lifestyles**.

Please read on to discover the depth and breadth of our work in 2013.

Hilary Shelton
Chief Executive Officer
ACHPER Victorian Branch Inc.



2013 Projects, Programs and People

This is what we did in 2013...

In 2013 ACHPER Victorian Branch delivered more than 37 Professional Learning opportunities attended by almost 2000 teachers.

Below is a full list of our events but here is a snapshot of a few we are particularly proud of:

2013 ACHPER International Conference – A Defining Time



Over 18 months in the making. 3 days of professional learning. More than 200 elective sessions. More than 300 presenters from Australia and Overseas. More than 80 volunteers, AND more than 1300 delegates!

The 2013 ACHPER Conference was an amalgamation of ACHPER Victorian Branch's annual state conference and the 28th ACHPER International Conference. It was by far the largest conference the Victorian Branch has held and our greatest achievement for 2013. This event is the only one of its kind in Australia and without a doubt provides delegates with an unprecedented opportunity to network and gain new knowledge and understanding from practicing teachers, academic leaders and industry experts.

"It was vital for me to attend... The Electives were so informative and the presenters so helpful. Thank you very much to all the organisers- a mighty job. Well done". 2013 Conference delegate

"Each year I have been I have enjoyed being there amongst likeminded professionals. The organisation has improved every year and the ACHPER staff is always extremely helpful. Many thanks. I shall be returning for the experience again" 2013 Conference



Health and PE Week, 2013



2013 was our most successful HPE week to date. In total 292 schools registered and participated.

Health and Physical Education Week (HPE Week) is held annually in week 2 of term 4. It encourages HPE teachers to promote health and physical education within their school and local community. The celebration highlights the importance and value of leading a healthy and active lifestyle, through the promotion of health and physical education.

HPE Week encourages teachers to create a week-long program focused on aspects of health and physical education, appropriate and important to the context of their school and student's needs. Often it is during this week students experience new activities not previously a part of the curriculum (ie Quidditch). Teachers use HPE Week as an opportunity to give students key leadership roles. For example one HPE teacher used this week to run an intra-school sports carnival managed and delivered by a team of year 6 students. Participation in HPE Week encourages schools to create partnerships with local community organisations such as sports clubs, state sporting associations and health promotion bodies. These partnerships are vital for encouraging lifelong changes in health and wellbeing for our students.



Technology in Physical Education Program

“It was a great session. Excellent presenter, info all clear and engaging. Will be great to engage students.”

The aim of the Technology in Physical Education program is to highlight the value of ICT in the health and physical education learning area and to give our teachers hands-on tuition and tips on how to use ICT to its full potential in their classes.

Participants were exposed to tools designed to assist their teaching and learning in areas such as administration, organisation, data recording, assessment, reporting, feedback, record keeping, student portfolios and movement analysis.

Teachers engaged in the Technology in Physical Education program gain the following knowledge and skills:

- Tools used by teachers to make administrative tasks quicker and easier.
- How IT can aid in analyses, assessment and feedback by using video analysis when teaching and assessing movement skills.
- The use of IT tools for Problem Based Learning in the learning area of HPE. Thereby supporting critical thinking, collaborative learning and HPE content knowledge.
- Using IT to improve ability to assess effectively and improve assessment documentation with the use of video and e-portfolios.
- Tools to assist and improve the organisation and management of PE/Sport programs including class/team organisation, running carnivals/events, collation of data/preferences for events/sessions, data recording at events and note taking during class

“Great PD - it is a ‘niche’ area and great to have some inspiration and confidence to try new things. I particularly like the range of areas covered: class admin/assessment (practical), coaching/performance apps (useful), use on sports days (creative). Thank you.” Teacher, delegate

VCE Symposium



The VCE Symposium is an innovative and exciting teacher Professional Learning program challenging VCE teachers to develop and extend their knowledge in topics drawn from the current VCE study designs. Leaders from government, industry and tertiary sectors presented the most up-to-date research and shared their expertise in a range of content areas relevant to:

Health and Human Development
Physical Education
Outdoor and Environmental Studies
VET Sport and Recreation
Food and Technology
Product Design and Technology
VET Hospitality

Expert teachers summarised the session at a VCE level of understanding and connected the content to the relevant areas of study.

A defining feature of this project in 2013 is ACHPER Victorian Branch delivered the event in partnership with Home Economics Victoria.

“The partnership of ACHPER & HEV is very important”. Teacher, Casey Grammar School

“This has been one of the most informative PD’s I’ve been to. I was expecting something else in regards to teaching delivery and engagement but found every session to have content merit and information relevant to my teaching. Thanks for a great day”.
Teacher, Western Heights Secondary College

Foundations (Physical Education for Primary Teachers)

Foundations is a program specifically for teachers who are new to teaching physical education or simply want to increase their basic knowledge, skills and confidence in this learning area. Participants were engaged in 14 hours of professional learning in both face2face and eLearning formats.

Many primary school physical education teachers find themselves in this role with little or no formal training or experience specific to this learning area.

The purpose of this program is to provide these teachers with knowledge, skills and most importantly confidence in teaching physical education.

"Thanks for a really great program. It got me thinking about how and what I am teaching. It gave me a focus of what I want to look at in each lesson. Thanks." Teacher, Berwick Primary School

"Really thought that the collegiate sharing of ideas, thoughts and strategies that other schools are using was great. Enjoyed the involvement in the activities." Teacher, Apollo Parkways Primary School

2013 Face to face and Online Professional Learning Events

WORKSHOP TITLE	MONTH	LOCATION	ATTENDEES
Primary			
Foundations – Physical Education	March	Clayton	10
School Assessment Rubrics	March	Webinar	6
Writing Effective Reports	May	Webinar	4
ICT in HPE	August	Geelong	27
ICT in HPE	August	Balwyn	30
ICT in HPE	September	Balwyn	14
Primary & Secondary			
From Fundamental Motor Skills to Games Sense	March	Greensborough	8
Sports 4 Schools – Invasion Games	March	Essendon	24
Sports 4 Schools – Gymnastics/Dance	May	Dandenong	21
Sports 4 Schools – Racquets Sports	August	Balwyn	13
Sports 4 Schools – Recreation	October	Templestowe	9
Secondary			
Fitness and Physical Education	February	Webinar	5
ICT in HPE	August	Balwyn	29
ICT in HPE	September	Bendigo	14
VCE			
OES Units 1 & 3	February	Carlton	11
VET Sport & Rec – teaching the New package in 2013	February	Chadstone	3
HHD Units 1 & 3	February	Carlton	24
PE Units 1 & 3	February	Carlton	24
PE 2012 Examiners Report	February	Webinar	21
VET Sport & Rec for Beginning Teachers	February	Carlton	6
OES 2012 Examiners Report	March	Webinar	16
VET Sport & Rec 2012 Examiners Report	March	Webinar	5
VET Sport & Rec – teaching the New package in 2013	March	Carlton	5
HHD 2012 Examiners report	March	Webinar	42



SYMPOSIUM	April	Moorabbin	57
PE Unit 2 & 4	May	Carlton	17
HHD New Study Design	July	Carlton	18
HHD New Study Design	August	Carlton	17
HHD New Study Design	August	Bendigo	23
HHD Exam Prep	August	Carlton	25
HHD New Study Design	August	Traralgon	10
HHD New Study Design	August	Waurm Ponds	16
VET Exam Prep	September	Carlton	11
PE Exam Prep	September	Carlton	36
PE Exam Prep	September	Bendigo	13
OES Exam Prep	September	Carlton	5
Primary, Secondary & VCE			
2014 ACHPER Conference	November	Clayton	1365
		TOTAL	1976

2013 Projects and Partnerships

Department of Education and Early Childhood Development: Strategic Partnerships Program

ACHPER receives funding from the Department of Education and Early Childhood Development (DEECD) through its Strategic Partnerships Program (SPP). The SPP program funds community, cultural and professional development projects delivering student learning programs and professional learning for teachers linked to the DEECD priorities and initiatives. ACHPER uses our SPP funding to enhance our ability to deliver our core business – professional learning for teachers.

The funding period is a triennium from 2012-2014. In 2013 we reported to the DEECD the following:

Stage of Schooling	No. of Teachers attending
Primary	134
Secondary	71
VCE	390
Conference (Primary, Secondary & VCE)	1365
TOTAL	1960



SPP Networks

Part of ACHPERs obligations through our funding agreement with the DEECD is to facilitate the Health, Sport and Recreation Network. All SPP funded bodies must belong to one of the following networks:

Environment, Sustainability and Technology Network (ES&T)

Humanities and Culture Network (H&C)

Arts Network (Arts)

Teacher Professional Learning Network (TPL)

Health, Sport and Recreation Network (HSR)

Non funded bodies are encouraged to also join a network related to their area of service. The purpose of the HSR Network is to:

1. Provide a forum where groups working within the areas of Health, Sport and Recreation in an education setting can meet, network and be collaborative.
2. To advocate as a group for issues concerning Health, Sport and Recreation within education.
3. To provide an information conduit between the DEECD and network members to ensure the DEECD priorities and initiatives are disseminated and understood.

The HSR Network is chaired by the ACHPER CEO and meets 4 times per year. Active member organisations include:

Active After School Communities
Alma Doepel / Wyndham Central Secondary College
Aquatics and Recreation Victoria
Associated Public Schools of Victoria
Australian Health Promoting Schools Association
Awards Victoria
Butterfly Foundation for Eating Disorders
Cancer Prevention Centre
Cycling Victoria
DEECD - Traffic Safety Education
Disability Sport and Recreation
DPCD - Sport & Recreation
Eating Disorders Victoria
Family Planning Victoria
Golf Victoria
KidsMatter

Life Education
Life Saving Victoria
National Sports Museum
Outdoors Victoria
Oxfam Australia
Sports Medicine Australia- Victorian Branch
SportWest
Strategic Projects for Change (PIF Project)
SunSmart - Cancer Council Victoria
VicHealth
Victoria Walks Inc.
Victorian Olympic Council
Yachting Victoria

SPP Advisory Group

ACHPER is a member of the SPP Advisory Group. The group consists of long term partners and takes responsibility for convening and providing representation of and leadership for the SPP Networks. The group is chaired by the Department. Advice from the group provides input to the strategic directions and support of the program. Feedback and reports from networks is provided through the advisory group members. The group meets each term or more frequently if required.

Department of Planning and Community Development: Sport and Recreation Development Program

ACHPER received funding from the Department of Planning and Community Development (DPCD) through the Sport and Recreation Development Program 2011-2014. The purpose of this funding is to assist development of school sport competitions by:

- Collecting annual data on the status of and interest in sport across all Victorian schools;
- Supporting the development of school sport resources by state sporting associations
- Providing professional development for teachers to support teaching, coaching and coordinating of sport in schools



The main objectives of the project are:

OBJECTIVE	ACTIVITY	OUTCOME
To make available the status of each (SRV funded/recognised) sport in Victorian Schools to assist SSAs plan and target initiatives to grow school programs and competitions.	A survey to gather this information was developed and distributed to schools in 2013.	Survey complete Awaiting results
To enable SSAs to grow school based programs via teacher professional learning and access to teaching resources.	ACHPER promoted the SSAs activities and programs through our communication channels with our members and contacts. We also supported and facilitated Professional Learning workshops between SSAs and teachers.	Sports for Schools workshops held in 2013: Term 1: Football, Lacrosse, Ultimate Term 2: Gymnastics, AusDance Term 3: Tennis, squash, badminton Term 4: Cycling, canoeing Orienteering. Approximately 20 SSAs presented at the 2013 ACHPER Conference.
To enable SSAs to grow school based programs by providing exposure to primary school students.	ACHPER planned and organised two Sports Expos in 2013. These are events where SSAs provide practical sessions for primary school children to give them an experience of their sport.	Due to lack of interest and commitment from the schools both scheduled events were cancelled in 2013. The Frankston Sports Expo in HPE week ran with 145 students and 6 SSA's represented
To ensure school resources developed by SSAs are suitable, age appropriate and connected to curriculum outcomes.	ACHPER will provide consultation in regards to the curriculum upon request to SSAs.	Several SSAs have taken the opportunity to receive consultation from ACHPER in regards to developing resource materials that align with the curriculum.

VCE Trial Examinations

Each year ACHPER publishes a suite of high quality VCE trial exams in the areas of:

- Physical Education;
- Health and Human Development;
- Outdoor and Environmental Studies.

The production of the exam involves collaboration between writing teams (comprised of leading VCE teachers), reviewers and ACHPER staff. In 2013 more than 780 exams were purchased by schools (compared to 730 in 2012).

The ACHPER Hub

To support ongoing professional conversations beyond seminars and workshops ACHPER continues to host The ACHPER Hub. The Hub provides users with a collaborative space to share resources, seek support and connect with teacher and industry professionals across the state and beyond. In 2013 Hub membership continued to grow and reached 1652 members (compared to 1500 in 2012).



Advisory Committees

The Branch utilises the on-the-ground knowledge of practicing teachers from both primary and secondary school levels. In 2013 we saw it as particularly important to re-engage these critical groups. Our 2013 advisory committees consisted of 12 primary school teachers and 11 secondary school teachers.

The Pulse eNewsletter



The Pulse is the Victorian Branch eNewsletter. In 2013 it was distributed 11 times to more than 7000 inboxes. The Pulse continues to be our #1 communication avenue to our broad community.

Our members and friends in 2013

Thanks largely to the success of our 2013 Conference our membership base continued to grow and peaked at just over 1300 (compared to 1,286 in 2012 & 1,259 in 2011). The Victorian Branch members make up more than 50% of ACHPER membership nationally. What's more we also have more than 5000 non-member contacts who keep in touch with us via our face to face events, online learning opportunities, eNewsletter's, The Hub, our Website and social media.

Our connections in 2013

We talk with many other kindred organisations and associations who are working in the area of health, physical education, physical activity and sport. In 2013 we had productive partnerships and conversations with:

The Department of Education and Early Childhood Development (DEECD)
The Victorian Curriculum and Assessment Authority (VCAA)
The Department of Planning and Community Development - Sport and Recreation (SRV)
Catholic Education Office Melbourne (CEOM)
School Sports Victoria (SSV)
School Sports Associations of Victoria

VicHealth
VicSport
Victorian School Sport Council
The Council for Professional Teaching Associations Victoria (CPTAV)
ACHPER National
ACHPER State Branches (NSW, SA, QLD, TAS, NT, WA)
Australian Sports Commission - Active After School Communities
Premiers Active Families Challenge (DPCD - Sport and Recreation)
Aquatics Industry Reference Group
Aquatics Education in Schools Guidelines
The Victorian Olympic Council
Family Planning Victoria
Home Economics Victoria
AusDance Victoria
Stephanie Alexander Kitchen Garden Foundation
Exercise Research Australia
Bluearth Foundation
Fitnessworx

State Sporting Associations

Athletics Victoria
Australian Football League
Badminton Victoria
Baseball Victoria
Basketball Victoria
Bicycle Network Victoria
Canoeing Victoria
Cricket Victoria
Cycling Victoria
Football Federation of Victoria (Soccer)
Golf Victoria
Gymnastics Victoria
Hockey Victoria
Lacrosse Victoria
Life Saving Victoria
Netball Victoria
Orienteering Victoria
Softball Victoria
Squash Victoria
Swimming Victoria
Table Tennis Victoria
Tennis Victoria
Ultimate Victoria
Volleyball Victoria
Yachting Victoria



Tertiary connections

ACHPER Tertiary Leaders Group
Health and Physical Education Tertiary Advisors
Victoria (HPETAV)
Program Advisory Committee (Education & Medical
Sciences), RMIT University

Research promotion

Deakin University
RMIT University

ACHPER Presentation at Tertiary institutions

Monash University - Berwick Campus
Victoria University
Monash University - Clayton Campus
Australian Catholic University
La Trobe University - Bendigo
RMIT University
Deakin University - Burwood Campus
University of Ballarat

Our contribution to ACARA - Australian Curriculum: Health and Physical Education in 2013

Event/Item	Date	Comments
ACHPER - Australian Curriculum Feedback Forum - open to all	March	ACHPER hosted an open webinar for feedback and discussion on the initial draft of the AC:HPE. Thank you to Nerida Mathews (The VCAA) and Janice Atkins (ACARA) for leading this forum.
ACARA - HPE Curriculum Feedback Forum for Expert Teachers	March	ACARA and The VCAA hosted a feedback session with expert teachers. ACHPER attended and sourced expert teachers.
ACARA - HPE Curriculum Feedback Forum for Key Stakeholders	March	ACARA and The VCAA hosted a feedback session for Key Stakeholders. ACHPER participated.
ACARA - HPE Curriculum Feedback Forum for HPETAV	March	ACARA and The VCAA hosted a feedback session for participants of HPETAV. ACHPER supported and attended this event.
ACHPER Victorian Branch formally submitted feedback on the AC:HPE via ACARA	April	The Branch submitted feedback based on the comments and concerns we had received via our open forum.
Australian HPE Curriculum Forum, QLD University	June	ACHPER staff attended and contributed to discussion and feedback as well as providing a report that was placed on the ACHPER National website
Australian Health & Physical Education Curriculum Forum - Implementing the Curriculum - Intentions for Action, ACHPER National	November	ACHPER National hosted this critical forum of invited delegates from across all states. ACHPER Victorian Branch staff attended and assisted with facilitation.



Our team in 2013

2013 was a year with significantly high activity. The addition of hosting the ACHPER International conference combined with our annual state conference stretched our resources to the absolute limit. However our Operational Team supported by the ACHEPR Victorian Branch Board rose to the challenge and delivered a fantastic year focused on high quality and engaged professional learning, building strategic relationships and listening to what our members and non-members want and need from us in the future.

The ACHPER Victorian Branch Board are highly engaged and committed to our vision. I would like to thank all board members for their critical engagement and support throughout 2013.

Special recognition goes to Kate Caputi our Finance Manager for 2013. We farewelled Kate in early 2014 as she took up a fantastic role with another Victorian based Not for Profit association. Kate was integral in ensuring the association has strong, sustainable and compliant financial practices.

Extra special recognition must go to Lee Massi. Lee joined our team in early 2013. He responded to a call for a volunteer to assist the branch with daily administration tasks. Little did we know, underneath Lee's ability to take on any admin task with ease, was his expert knowledge and understanding of all (or most) things related to Information Technology. Lee has taken many clunky, inefficient processes and replaced them with savvy and efficient IT solution. He assists us weekly with his ability to translate technical lingo into plain English and has provided integral information and knowledge to assist us to make better decisions to increase our efficiency and productivity. Thank you Lee!

Tertiary student awards

ACHPER Victorian Branch presents annual tertiary student awards in recognition of the outstanding contribution students have made to health, physical education, sport, recreation and related fields.

The Branch bestows two categories of awards:

1. Most Outstanding Graduating Student
2. Student Awards of Distinction:
 - i. Honours
 - ii. Masters
 - iii. Doctoral

The award winners have been nominated in each undergraduate degree from their respective tertiary institution.

Most Outstanding Graduating Student

Matthea Cowdroy-Ling

Bachelor of Education (Early Childhood and Primary)
Australian Catholic University

Sarah Hayes

Bachelor of Education (Early Childhood and Primary)
Australian Catholic University

Alexandra Rock

Bachelor of Exercise and Health Science
Australian Catholic University

Daniela Trapani

Bachelor of Education (Primary)
Australian Catholic University

Brittany Wood

Bachelor of Education (Primary)
Australian Catholic University

Jessica Close

Bachelor of Physical Education
Deakin University

Ellie Middleton

Bachelor of Exercise Science
Federation University

Luke Mirtschin

Bachelor of Education (Physical Education)
Federation University

Kate Sly

Graduate Diploma of Outdoor and Environmental
Education
Federation University



Emma Grant

Bachelor of Physical and Outdoor Education
Latrobe University

Sophie Holt

Bachelor of Physical and Health Education
Latrobe University

Natasha Macleannan

Bachelor of Outdoor Education Extended
Latrobe University

Brett Scholtes

Bachelor of Outdoor Education (Physical Education
Extended)
Latrobe University

Michelle Whitehouse

Bachelor of Outdoor Education
Latrobe University

Megan Barling

Bachelor of Sport and Outdoor Recreation/Bachelor
of Education (Secondary)
Monash University

Sarah Fleming

Bachelor of Sport and Outdoor Recreation/Bachelor
of Education (Primary)
Monash University

Shae Audley

Bachelor of Education
RMIT University

Benjamin McLean

Bachelor of Applied Science (Exercise and Sport
Science)
RMIT University

Alice Paget

Bachelor of Applied Science (Physical Education)
RMIT University

Rafaela Cleeve-Gerkens

Master of Teaching (Primary)
The University of Melbourne

Virginia Merange

Master of Teaching (Primary)
The University of Melbourne

Kate Miller

Master of Teaching (Secondary Physical Education)
The University of Melbourne

Thomas Norris

Master of Teaching (Primary)
The University of Melbourne

Diane Di Stefano

Bachelor of Sport and Recreation Management
Victoria University

Thomas Drayton

Bachelor of Exercise Science and Human Movement/
Bachelor of Sport and Recreation Management
Victoria University

Christopher Hudson

Bachelor of Applied Science (Physical Education
Secondary)
Victoria University

Brooke Musgrave

Graduate Diploma in Secondary Education
Victoria University

Jennifer O'Neill

Bachelor of Exercise and Human Movement /
Bachelor of Psychological Studies
Victoria University

Tatiana Pajo

Bachelor of Exercise Science and Human Movement
Victoria University

Taryn Richardson

Bachelor of Education (Physical Education Primary)
Victoria University

Student Awards of Distinction Nominees

The award nominees have been recognised for their student projects that achieve academic excellence, creative thinking and applications to the Branch's areas of focus.

Undergraduate (Honours)

Lyndon Krause Australian Catholic University

Bachelor of Exercise and Health Science

Thesis Title: Understanding Mismatches in Body Size, Speed and Power among Adolescent Rugby Union Players

Alexander Bauer Federation University

Bachelor of Exercise Science (Honours)

Thesis Title: Relationship between GPS variables and player match performance in elite Australian Rules football

Georgia McGrath Monash University

Bachelor of Education (Honours)

Thesis Title: The Role of an Alternative Curriculum in the Creation of Sustainable Community Connection: a Case Study of 'Youth Action'

Postgraduate (Masters)

Robert Mehan Australian Catholic University

Masters of Exercise Science (Research)

Thesis Title: A preliminary study into the immediate effects of ankle foot orthoses of varying design on the walking of people in the early stages of stroke recovery and healthy individuals.

Post Graduate (Doctoral)

Dr Amanda Mooney Deakin University

Doctor of Philosophy

Thesis Title: Pedagogical practices of female physical educators in all-boys' schools

Dr Phillip Ford Federation University

Doctor of Philosophy

Thesis Title: An investigation into the agronomic factors affecting sustainability, surface hardness and rotational traction on community-level football grounds during drought conditions

Dr Alistair Stewart Latrobe University

Doctor of Philosophy: Outdoor and Environmental Education

Thesis Title: Uncharted waters: An outdoor environmental education rhizocurrere

Dr Kate Jenkinson RMIT University

Doctor of Philosophy

Thesis Title: Barriers of the provision of physical education in Victorian state secondary schools



2013 ACHPER Membership Milestones

5 Years Recognition

Ashmore, Emma
Best, Rhonda
Brabham, Amanda
Cavanagh, Jacqueline
Chalmers, Cindy
Cook, Katie
D'arcy, Patrick
Dobney, Nicki
Gatt, Julie
Gittings, Shannon
Hanna, Megan
Hocking, Peter
James, Warren
Johnson, Brooke
Keating, Sarah
Little, Nikki
McLean, Joseph
Milward, Kylie
Neeson, Christian
Ross, Brad
Scholz, Robert
Sevenhuysen, Roger
Shirley, Katrina
Stone, Hartley
Tornatora, Ab
Walkley, Cazz
Ware, Stephen
Will, James
Willcock, Leah

10 Years Recognition

Beecham, Brad
Brookshaw, Kylie
Clark, Janette
Dietzsch, Paul
Dougherty, Kerry
Merx, Jack
Parkes, Andrew
Pryde, Sally
Ward, Maureen

15 Years Recognition

Bailey, Brett
Bailey, Karen
Child, Bradley
Cuzens, David
Gillett, Justin
Lindsay, Paul
Matthews, Graham
Pedersen, Hans
Probyn-Smith, Hilary
Wilcox, Kathryn

20+ Years of Recognition

Bell-Warren, Jackie
Bristow, Amanda
Brown, Trent
Chandler, Ann
Gribble, Alison
Johnson, Kim
Hood, Simon
McGivern, Jeanne
Powell, Garry
Sargent, Grant
Waldron, Kristen



Financial Report

The following pages contain the audited financial report for 2013. The accompanying information is provided to assist your understanding of the reports and to provide explanations and clarity.

ACHPER was unable to agree on a suitable commercial engagement with our previous auditors therefore we engaged new auditors for 2013. In making this change we have become aware of areas within our financial business systems where improvements will ensure even higher standards of financial reporting and scrutiny.

The audited financial report for 2013 is enclosed.

Key factors to note:

- Conference revenue increased by \$70K compared to 2012;
- Membership revenue increase by \$57K compared to 2012, this is in part due to \$30K membership revenue from the 2012 conference being record in 2013. When this is taken into account the membership revenue had a slight increase in 2013;
- Professional Learning revenue increased by \$24.5K compared to 2012, but;
- Grant/Funding revenue decreased by \$76K compared to 2012.



Some of the ACHPER Victorian Branch staff and Board



**THE AUSTRALIAN COUNCIL FOR HEALTH, PHYSICAL EDUCATION AND RECREATION
VICTORIAN BRANCH INC.
ABN 23 911 016 643**

FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 DECEMBER 2013**



FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 DECEMBER 2013**

CONTENTS

ITEM	PAGE
Income and Expenditure Statement	1
Assets and Liabilities Statement	2
Statement of Cash Flows	3
Notes to and forming part of the accounts	4 - 8
Statement by Members of the Committee	9
Independent Auditors Report	10 - 11
Certificate by Members of the Committee	12



**THE AUSTRALIAN COUNCIL FOR HEALTH, PHYSICAL EDUCATION AND RECREATION
VICTORIAN BRANCH INC.
ABN 23 911 016 643**

**INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED
31 DECEMBER 2013**

	Note	2013 \$	2012 \$
Revenue	3	1,076,596	1,012,776
Administration expense		(229,379)	(166,169)
Employee benefits expense		(569,827)	(485,790)
Depreciation expense		(3,509)	(5,461)
Grant expense		(14,449)	(13,877)
Membership expense		(6,881)	(64,421)
Professional development expense		(85,903)	(36,270)
Project expense		(189,063)	(220,169)
Other expense		<u>(6,283)</u>	<u>(1,292)</u>
Current year surplus/(loss) before income tax		(28,698)	19,327
Income tax expense		<u>-</u>	<u>-</u>
Current year surplus/(loss) after income tax		<u>(28,698)</u>	<u>19,327</u>
Retained surplus at the beginning of the financial year		<u>586,543</u>	<u>567,216</u>
Retained surplus at the end of the financial year		<u><u>557,845</u></u>	<u><u>586,543</u></u>

The accompanying notes form part of these financial statements.

Page 1



**THE AUSTRALIAN COUNCIL FOR HEALTH, PHYSICAL EDUCATION AND RECREATION
VICTORIAN BRANCH INC.
ABN 23 911 016 643**

**ASSETS AND LIABILITIES STATEMENT
AS AT
31 DECEMBER 2013**

	Note	2013 \$	2012 \$
CURRENT ASSETS			
Cash and cash equivalents	4	272,172	420,270
Other financial assets	5	300,852	289,815
Trade and other receivables	6	<u>227,266</u>	<u>182,505</u>
TOTAL CURRENT ASSETS		<u>800,290</u>	<u>892,590</u>
NON-CURRENT ASSETS			
Property, plant and equipment	7	<u>18,895</u>	<u>14,284</u>
TOTAL NON-CURRENT ASSETS		<u>18,895</u>	<u>14,284</u>
TOTAL ASSETS		<u>819,185</u>	<u>906,874</u>
CURRENT LIABILITIES			
Trade and other payables	8	209,120	277,478
Provisions	9	<u>25,280</u>	<u>25,529</u>
TOTAL CURRENT LIABILITIES		<u>234,400</u>	<u>303,007</u>
NON-CURRENT LIABILITIES			
Provisions	9	<u>26,940</u>	<u>17,324</u>
TOTAL LIABILITIES		<u>261,340</u>	<u>320,331</u>
NET ASSETS		<u>557,845</u>	<u>586,543</u>
MEMBERS' FUNDS			
Retained Profits		<u>557,845</u>	<u>586,543</u>
TOTAL MEMBERS' FUNDS		<u>557,845</u>	<u>586,543</u>

The accompanying notes form part of these financial statements.

Page 2



**THE AUSTRALIAN COUNCIL FOR HEALTH, PHYSICAL EDUCATION AND RECREATION
VICTORIAN BRANCH INC.
ABN 23 911 016 643**

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED
31 DECEMBER 2013**

	Note	2013 \$	2012 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Project funds received		601,432	679,995
Membership subscriptions received		46,602	39,959
Operating grants received		292,369	383,625
Other receipts		120,751	109,576
Payments to suppliers and employees		(1,204,018)	(939,216)
Interest received		<u>13,923</u>	<u>14,426</u>
Net Cash provided by operating activities	10	<u>(128,941)</u>	<u>288,365</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Proceeds from/(payment for) investments		(11,037)	86,080
Payments for purchase of property and equipment		<u>(8,120)</u>	<u>(11,953)</u>
Net Cash provided by (used in) investing activities		<u>(19,157)</u>	<u>74,127</u>
Net increase (decrease) in cash held		(148,098)	362,492
Cash at the beginning of the year		<u>420,270</u>	<u>57,778</u>
Cash at the end of the year	4	<u><u>272,172</u></u>	<u><u>420,270</u></u>



NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2013

Note 1: Statement of Significant Accounting Policies

This financial report is special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012 (Vic). The committee has determined that the association is not a reporting entity.

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuation of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in preparation of this financial report.

a. Cash and Cash Equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

b. Income Tax

The income tax expense (revenue) for the year comprises current income tax expense (income). The association does not apply deferred tax.

Current income tax expense charged to the profit and loss is the tax payable on taxable income calculated using applicable income tax rates enacted, or substantially enacted, as at the end of the reporting period. Current tax liabilities (assets) are therefore measured at the amounts expected to be paid to (recovered from) the relevant taxation authority.

The Association is exempt from paying income tax by virtue of Section 50-45 of the Income Tax Assessment Act, 1997. Accordingly, tax effect accounting has not been adopted.

c. Property, Plant and Equipment

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all property, plant and equipment is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use. Leasehold Improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

d. Employee Entitlements

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled.

Provision is made for the Association's liability for long service leave from commencement of employment.



NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2013

Note 1: Statement of Significant Accounting Policies (cont.)

e. Provisions

Provisions are recognised when the Association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

f. Impairment of Assets

At the end of each reporting period, the entity reviews the carrying values of its tangible and intangible assets to determine whether there is an indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying amount. Any excess of the asset's carrying value over its recoverable amount is recognised in the income and expenditure statement.

g. Revenue

Revenue is brought to account when received and to the extent that it relates to the subsequent period it is disclosed as a liability.

Grant Income

Grant income received, other than for specific purposes, is brought to account over the period to which the grant relates.

Deferred Income

Unspent grant income received in relation to specific projects and events is not brought to account as revenue in the current year but deferred as a liability in the financial statements until spent for the purpose received.

Capital Grants

Grant Income received relating to the purchase of capital items is shown as Unamortised Capital Grant and brought to account over the expected life of the asset in proportion to the related depreciation charge.

Interest Revenue

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument.

Donations

Donation income is recognised when the entity obtains control over the funds which is generally at the time of receipt.

All revenue is stated net of the amount of goods and services tax (GST).



**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2013**

Note 1: Statement of Significant Accounting Policies (cont.)

h. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). 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 ATO is included with other receivables or payables in the assets and liabilities statement.

	2013	2012
	\$	\$
Note 2: Income Tax Expense		
Prima facie tax payable on operating profit at 30% (2012: 30%)	(28,698)	19,327
Less tax effect of:		
- non-taxable member income arising from principle of mutuality	28,698	(19,327)
Income tax expense	<u>-</u>	<u>-</u>

Note 3: Revenue

Operating Activities		
- Membership Subscriptions	94,041	37,157
- Operating Grants	280,369	356,729
- Other Income	27,234	36,304
- Professional Development Income	90,686	65,590
- Project Income	570,343	502,570
- Interest Income	13,923	14,426
	<u>1,076,596</u>	<u>1,012,776</u>

Note 4: Cash and cash equivalents

Cash at Bank	272,006	420,270
Petty Cash	166	-
	<u>272,172</u>	<u>420,270</u>

Note 5: Other financial assets

Term Deposits - maturity greater than 3 months	300,852	289,815
	<u>300,852</u>	<u>289,815</u>

Note 6: Trade and other receivables

Trade receivables	213,802	166,667
Prepayments	13,464	15,838
	<u>227,266</u>	<u>182,505</u>



**THE AUSTRALIAN COUNCIL FOR HEALTH, PHYSICAL EDUCATION AND RECREATION
VICTORIAN BRANCH INC.
ABN 23 911 016 643**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2013**

	2013	2012
	\$	\$
Note 7: Property, plant and equipment		
Office Equipment - Original Cost	83,469	75,349
Less accumulated depreciation	<u>(64,574)</u>	<u>(61,065)</u>
	<u>18,895</u>	<u>14,284</u>
Note 8: Trade and other payables		
Current		
GST Payable	28,170	17,209
Trade Creditors	<u>180,950</u>	<u>260,269</u>
	<u>209,120</u>	<u>277,478</u>
Note 9: Provisions		
Current		
Employee Entitlements	<u>25,280</u>	<u>25,529</u>
Non-Current		
Employee Entitlements	<u>26,940</u>	<u>17,324</u>
Note 10: Reconciliation of Cash Flow from Operations with Profit from Ordinary Activities after Income Tax		
Profit after income tax	(28,698)	19,327
Cash flows excluded from operating profit attributable to operating activities		
Non-cash flows in profit		
- Depreciation	3,509	5,461
Changes in assets and liabilities;		
- (Increase)/decrease in trade and other debtors	(44,761)	126,659
- Increase/(decrease) in trade and other payables	(68,358)	143,045
- Increase/(decrease) in provisions	9,367	(6,127)
Net cash provided by Operating Activities	<u>(128,941)</u>	<u>288,365</u>



**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2013**

	2013	2012
	\$	\$
Note 10: Operating Lease Commitments		
Operating leases contracted for but not recognised in the financial statements		
Payable - minimum lease payments:		
- no later than 12 months	8,501	28,046
- between 12 months and five years	5,844	14,348
- greater than five years	-	-
	<u>14,345</u>	<u>42,394</u>

The Association has a property lease commitment, it is a non-cancellable operating lease with a three-year term, with rent payable monthly in advance. The lease has an option to renew and expires 31 May 2013.

The Association has a non-cancellable photocopier lease contracted for a five year term. The lease has 20 months remaining.



THE AUSTRALIAN COUNCIL FOR HEALTH, PHYSICAL EDUCATION AND RECREATION
VICTORIAN BRANCH INC.
ABN 23 911 016 643

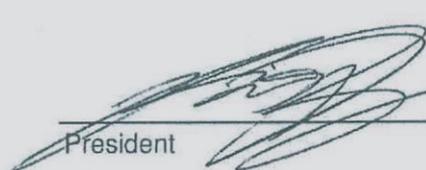
STATEMENT BY MEMBERS OF THE COMMITTEE
FOR THE YEAR ENDED
31 DECEMBER 2013

The committee has determined that the association is not a reporting entity and that this special purpose report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee the financial report as set out on pages 1 to 8:

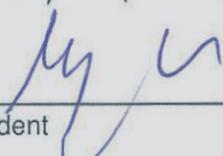
1. Presents a true and fair view of the financial position of The Australian Council for Health, Physical Education and Recreation Victorian Branch as at 31 December 2013 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that The Australian Council for Health, Physical Education and Recreation Victorian Branch Inc. will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:



President *DR. TRENT BROWN*

Dated: *20/05/2014*



Vice President

Dated: *21/05/2014*



**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
THE AUSTRALIAN COUNCIL FOR HEALTH, PHYSICAL EDUCATION AND RECREATION
VICTORIAN BRANCH INC.**

Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report, of The Australian Council for Health, Physical Education and Recreation Victorian Branch Inc., which comprises the assets and liabilities statement as at 31 December 2013, statement of cash flows and the income and expenditure statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the certification by members of the statement by members of the committee.

Committee's Responsibility for the Financial Report

The committee of The Australian Council for Health, Physical Education and Recreation Victorian Branch Inc. is responsible for the preparation of the financial report, and has determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the Associations Incorporation Reform Act 2012 (Vic) and the needs of the members. The committee's responsibility also includes such internal control as the committee determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those Auditing 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 amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, 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 association's preparation and fair presentation of the financial report that gives a true and fair view, 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 association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting made by the committee, 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 gives a true and fair view of the financial position of The Australian Council for Health, Physical Education and Recreation Victorian Branch Inc. as at 31 December 2013 and its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the requirements of the Associations Incorporation Reform Act 2012 (Vic).

Basis of Accounting and Restriction on Distribution

Without modifying our opinion, 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 Australian Council for Health, Physical Education and Recreation Victorian Branch Inc. to meet the requirements of the Associations Incorporation Reform Act 2012 (Vic). As a result, the financial report may not be suitable for another purpose.

Sean Denham

Dated:

Suite 1, 707 Mt Alexander Road
Moonee Ponds VIC 3039





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