

# **ANNUAL REPORT**

2020 - 2021

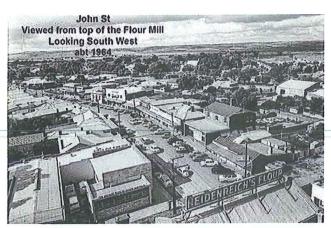
Salisbury Business Association Inc. PO Box 971, Salisbury SA 5108 20A John Street, Salisbury SA 5108

John St Looking West from Be<u>nd</u> abt 1954















Salisbury CityCentre

Something for Everyone!

## SALISBURY BUSINESS ASSOCIATION INC.

The Salisbury Business Association is a not-for-profit, incorporated membership-based organisation funded through an annual Special Rate levy collected by the City of Salisbury.

### **Association's Objectives**

The objectives of the Association shall be to:

- 1. Improve the public image of the Salisbury City Centre;
- 2. Formulate, and oversee the implementation of, a marketing strategy for the Salisbury City Centre:
- 3. Promote the Salisbury City Centre as one destination;
- 4. Attract more people to the Salisbury City Centre;
- 5. Encourage ethical behaviour and good business practice amongst the Association's Members;
- 6. Liaise and co-operate with the City of Salisbury and other authorities and bodies for better achieving the objects of the Association;
- 7. Generate funds to fulfil objectives 1 to 5 above.

### **Association Management**

The Association is managed by a Board of Management, which shall be comprised of no less than twelve (12) persons and no more than sixteen (16) persons\*\*, and be comprised of:

Up to 9\*\* Directors elected at an AGM including:

- Chair \*
- Deputy Chair \*
- Secretary \*
- Treasurer \*
- General Members

Elected Directors serve a 2-year term but can stand for re-nomination.

#### 3 non-elected Directors

- City of Salisbury Elected Member Representative/s
- 2 Community Representatives

Board members freely give their time and expertise and receive no financial payment for their services to the Salisbury Business Association

<sup>\*</sup> These positions also form the Board's Executive Committee.

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### **BOARD DIRECTORS 2020 - 21**

Chairperson:

Stephan Knoll

Treuendorf Property

Deputy Chairperson:

Julie Height (until March 2021)

DBH Lawyers

Melissa Shorter (from May2021)

DBH Lawyers

Treasurer:

**Andrew Harvey** 

Raine and Horne Salisbury

Secretary:

Susan Knoll

Independent Institute of Food Processing (IIFP)

Community Representatives:

Sgt Deb Luetkens

SA Police

Cathy Perry

Ramsay Electorate Office

Council Representatives:

Cr. Graham Reynolds

Cr. David Hood

North Ward - City of Salisbury

Directors:

Joe Balaweider

Property Owner

Patsy Kellett

Northern Community Legal Service

Tara Buckerfield (until March 2021)

Bank SA

Melissa Shorter

DBH Lawyers

Stephanie Tonkin

atWork Australia

**Executive Officer:** 

David Waylen

### **ASSOCIATION REPORTS**

# **Chairperson's Report**



This is my final report as Chairman of the Salisbury Business Association, as after close to 8 years, I have decided to retire from the position.

It has been a pleasure being a part of the SBA and we can all be proud of what we as an association have accomplished over the past years, in the renewing of the focus of the association, notwithstanding the past 18 months of the COVID distraction being a dampener.

I have no doubt the board will continue these successes in the future once this life gets back to normal.

Reflecting on the past year, we still can be positive and very grateful that we are very fortunate to be in South Australia, with our COVID situation and numbers of cases being minimal, where it certainly could have been much worse (other states as an example), even though the continued uncertainty and swaying restrictions are a nightmare for small and medium businesses to navigate through and somehow still exist.

The task of the SBA Board will continue to represent the active members, increase community engagement and to seek to maintain and increase economic activity in difficult trade and economic times within the whole levy paying City Centre precinct.

Hard work and strong financial governance over the past years has given the SBA a sound financial base and created a steppingstone to support and deal with opportunity and where possible to deal with this change and contemplate new projects.

#### Thank You

I would again like to thank all of those who have worked so hard, in particular our **Executive**Officer, David Waylen in keeping all informed and up to date with all the changes, and who continues to work tirelessly with great dedication and enthusiasm and who constantly looks forward to the opportunity to make each and every event as successful as possible within our City of Salisbury.

Thankyou also for your dedicated interaction with Councillors, City executives and council staff who you constantly maintain contact with and through this contact keep us informed of pending issues and improvements that are to occur or likely to occur.

Thank you to those **SBA committee members** who are continuing, or have re-nominated for the next period, and also to the new committee members I wish you well and look forward to your regular and active involvement to influence the associations achievements.

To our Sponsors, Official Partners, Suppliers, Stakeholders, Volunteers and Community Groups – Thank you for your support during these challenging times.

I thank you for the opportunity to have participated with a strong and dedicated core team at the board level and in service to those interests and members we have represented.

I look forward to hearing of the continued success under your executive guidance.

Stephan G Knoll Chairman – Salisbury Business Association Inc.

### **ASSOCIATION REPORTS**

# **Treasurer's Report**

As we approach the end of the calendar year I, and I am sure we all, look forward to the COVID restrictions lifting, and life, business wise and all other wise, getting back to normal or as close to normal as possible. I'm feeling confident that next year after the much-publicised vaccine targets are met, we can all operate our businesses and life successfully and with confidence.

My confidence extends to our Salisbury Business Association.

As our activities are mainly in the form of Events and Shows, designed to draw people into our City Centre, it has been incredibly frustrating and upsetting having to cancel these due to current conditions - especially our major drawcard, The Salisbury Christmas Parade!

In contrast, it seems very likely, and I feel sure that next year shall be a direct opposite of this past year with our Association busy with our regular and popular events and the biggest and best Christmas Parade yet.

Financially, for this year, we have fared relatively well. In the years preceding the advent of COVID restrictions we had accumulated savings over time. Also, without the expenditure associated with our normal course of events, we were spared the cost of these even though we also lost the ability to seek and receive financial sponsorship for these events. While daily operational and administrational costs still remained, for the second year in a row our estimated budget reduction meant that we could again maintain a 25% reduction in required funds and as such we again requested the same 25% decrease in normal funding. While our savings over the past year have diminished by 25%, we still regard them as being healthy, so we have also determined that we can utilise more of these funds into the coming year which supports our 25% reduction decision. In a time when most of us must "tighten our belt" financially, we believe we are doing our part to lessen the rate payers funding. Our consideration about how much funds we should have in savings has also changed – why hold on to it when it can be used to lighten the financial requirements. Most importantly, we are very much financially ready for a big year of reintroduction of all events and shows at full capacity and are looking forward to this.

This year has been my sixth year as a board member of the Salisbury Business Association serving as the Treasurer. In this time, I have met and served with many great people and had a wonderful time doing it. Recently, I sold my real estate business in John Street which was established in 1998. While I am, for now, still doing what I know best and enjoy – listing and selling real estate (for my new boss) – I am transitioning into retirement and as such I recently announced to the board that I will not be renominating myself for the board at this AGM. It has been great experience and I have very much enjoyed serving the Salisbury Community who have contributed to my business for over 23 years. As past Treasurer, I leave with the satisfaction of knowing the Association is financially healthy and remains in great hands.

Our EO David Waylen over the past 5+ years has built a tremendous Association and I thank the remaining board for their contributions. I also understand the board will have some valuable and influential new nominees this year which pleases me greatly.

I present to you our 2021 to 2022 Annual Audited Financial Report.

**Andrew Harvey** 

Treasurer - Salisbury Business Association Inc.

### **ASSOCIATION REPORTS**

# **Executive Officer's Report**



WOW! Another interesting year!

With the majority of our community events cancelled due to on-going COVID restrictions, and a changing landscape for our traders including lockdowns, reduced operating hours, changes to service delivery, employee subsidies and much more, this past 12 months has been another difficult year for many.

#### COVID

The Association's ongoing response to COVID this financial year has been to look at how we can help support and promote our local businesses even more than before.

One immediate response was the unanimous support of the Board to decrease the Salisbury City Centre Special Rate Levy request by 25%, thereby reducing rates for property owners, who could in turn pas that reduction on to business owners. 2021 – 2022 sees us continue to operate on this reduced rate levy request.

We also committed to continuing to give you relevant information in real-time to help your factor in changes across a wide cross section of areas affecting your business including government grants, JobKeeper, restriction changes, training and compliance around COVID marshals, etc. and others.

Sadly, throughout this time, we have seen some local businesses close their doors for good, but we have also been encouraged by the number of businesses choosing the Salisbury City Centre as their home. We welcome you all.

But ... you have all chosen to not let COVID define you. Every day you demonstrate resilience, versatility, endurance, creativity in your service delivery and your capacity to show care and compassion to our community. And you do it all whilst maintaining a mindset of optimism and, of course, a sense of humour.

It is such a pleasure to be able to work alongside such dedicated, committed and passionate locals and it will be this spirit that will get you through the coming months as things return to a sense of normality.

The coming 12 months should be an exciting time for the Salisbury City Centre and the City of Salisbury City Centre Revitalisation Plan with Council's \$7M+ redevelopment of both John Street and Church Street, all expected to be completed by October 2022.

I take this opportunity to remind you that the Association is here to help you any way we can, please reach out if you feel that we can be of any assistance or can provide you with any support. As always, feel free to contact me anytime you need.

A HUGE thank you to the Board, for their continued vision, backing and inspiration and to all our members, the City of Salisbury, partners and key stakeholders for their continued support and encouragement. Collectively, you are the driving force behind our City Centre.

Thank you! It is a pleasure to work with, and for, you. And ... bring on 2022!

David Waylen

Executive Officer – Salisbury Business Association Inc.

## WHAT'S STILL TO COME ...

### Challenges

- Enhancing safety and security across the precinct;
- Addressing long-stay/all day parking concerns experienced by traders, their staff and customers;
- Encouraging and supporting the dynamic mix of traders/businesses across the Salisbury City Centre into the future;
- Adelaide to Gawler Rail Line still closed and likely to be until beyond March 2022

### **Opportunities**

- City of Salisbury's \$7.4M John Street and Church Street redevelopment;
- Rail electrification, new trains and an upgrade Salisbury Railway Station;
- The 30<sup>th</sup> Salisbury Community Christmas Parade (delayed due to COVID-19) and hope to make this the biggest event we have ever staged;
- More opportunities for precinct activation with the Salisbury Community Hub as the centrepiece of the Salisbury City Centre and Parabanks Shopping Centre;
- Working with property owners to steer the business mix across the precinct, to ensure we are vibrant, diverse and 'open for business 7 days';
- Working with business owners to develop stronger Business-2-Business relationships;
- Identifying additional cost-effective, cross-marketing opportunities to showcase the Salisbury City Centre and its businesses and local traders;
- In conjunction with the Polaris Centre, City of Salisbury and other key stakeholders, provide business development activities around business management, marketing, compliance and other areas crucial to our members operating viable, compliant and dynamic businesses;
- Continually working with our members and the City of Salisbury, to enhance us as a DESTINATION, a place to meet, a place to work or operate a business, place to buy, invest or build, a place to study, a place to live, a place that reflects local culture, and whilst doing all of these, a place that feels safe and welcome;
- Partner with organisations to showcase the Salisbury City Centre and to reinforce our motto ... Salisbury City Centre Something for Everyone.

# SPONSORS & PARTNERS 2020 - 21

The Salisbury Business Association Inc. thanks the following for their generous support.























### SPONSORS & SUPPORTERS 2020 - 2021

The Salisbury Business Association thanks the following local businesses for their generous support of our programs, events and competitions. Your support has been crucial in helping us achieve our goals to date. *Thank You!* 

### **Salisbury City Centre Business Awards Sponsors**

- Blair Boyer MP, Member for Wright
- City of Salisbury
- Cr. David Hood City of Salisbury
- Cr. Donna Proleta City of Salisbury
- Cr. Graham Reynolds City of Salisbury
- Cr. Kylie Grenfell City of Salisbury
- Deputy Mayor Chad Buchanan City of Salisbury
- Hon Zoe Bettison MP, Member for Ramsay
- Mad Hatterz Parties
- Mayor Gillian Aldridge OAM JP City of Salisbury
- Parabanks Shopping Centre
- Rotary Club of Salisbury
- Signarama Salisbury

### **National Volunteer Week Sponsors**

- Blair Boyer MP, Member for Wright
- Cartridge World Salisbury
- Continental Food Affair
- Cr. Adam Duncan City of Salisbury
- Hon Zoe Bettison MP, Member for Ramsay
- InStep Podiatry
- Nick Champion MP, Member for Spence
- Woolworths Parabanks

### Salisbury ... Food Glorious Food Sponsors/Food Ambassadors

- Continental Food Affair
- Emperor's Crown Chinese Restaurant (Salisbury Food, Glorious Food)
- Hon Zoe Bettison MP, Member for Ramsay
- Mayor Gillian Aldridge OAM JP City of Salisbury
- Nick Champion MP, Member for Spence

### Keep your Health on Track Month and Community Health Expo Supporters

- Estia Health
- John Street Pharmacy

### **Salisbury Community Christmas Parade Sponsors**

- City of Salisbury
- DBH (Duncan Basheer Hannon) Lawyers GOLD Sponsor
- Signarama Salisbury
- Woolworths Parabanks
- Your Christmas Warehouse

### THANK YOU TO OUR MEMBERS

We take this opportunity to thank all of our MEMBERS, the business and property owners who make Salisbury City Centre what it is and for your support and contributions over the past 12 months.

We look forward to working with you over the coming year on creating a more vibrant and dynamic Salisbury City Centre.

### **AND ... MORE THANKS**

As well as our Sponsors and Supporters (listed previously) we would not be able to deliver our key community events and activities without the support of the following:

- City of Salisbury
  (Every division/team and work group provide invaluable service and support to us)
- Ramsay Electorate Office Hon Zoe Bettison MP and staff
- Rotary Club of Salisbury support with all SBA events
- Salisbury Community Christmas Parade Operations Group
  - o Global Care David Healey,
  - o Mad Hatterz Parties Toni-Anne Smallman,
  - o Parabanks Shopping Centre Melinda Fremlin,
  - o Rotary Club of Salisbury Mary and Graham Purbrick,
  - Salisbury City Rotaract Club Damien Walker,
  - Salisbury Business Association David Waylen
- SA Police
- Our emergency service groups Salisbury CFS, Salisbury SES and St John Ambulance Salisbury

# **PHOTO SNAPSHOT**

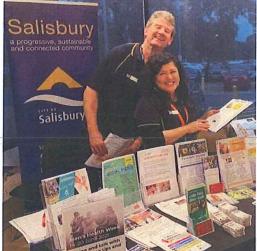




















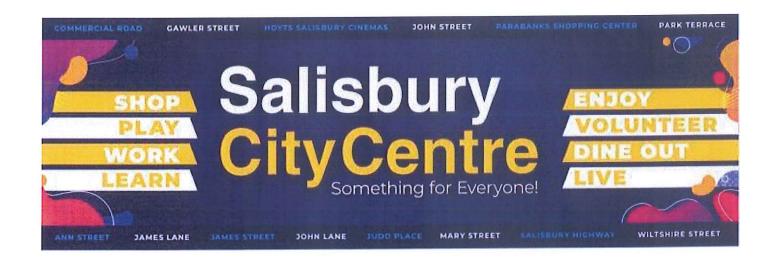
### SALISBURY BUSINESS ASSOCIATION INC

ABN 26 871 245 748

# FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2021

Prepared by RP Dunk & Co.



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Statement by Members of the Committee

# PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2021

	Note	2021	2020
		\$	\$
INCOME			
Cashflow Boost		10,000.00	10,000.00
Interest received		38.64	100.49
Awards show income		1,127.26	2,927.26
Rates Levy		121,536.35	174,450.00
Market Day/Street Activities		-	2,463.68
Sponsorships		1,125.00	11,950.00
	_	133,827.25	201,891.43
LEGG EXPENDITURE			
LESS EXPENDITURE		3,243.64	3,797.22
Administration expense		16,505.52	14,031.03
Advertising AGM & Meeting expenses		208.63	380.14
Auditing fees		2,600.00	2,600.00
Bank charges		0.03	_,
Business Awards expenses		2,668.91	3,940.80
Car Show expenses		· -	333.09
Cleaning expense		518.18	588.09
Events - Other		3,417.23	1,721.45
Furniture replacements		414.55	22.86
General expenses		484.89	1,240.91
Hire of plant and equipment		-	5,980.91
Insurance		1,870.16	3,805.83
Light and power		1,976.72	1,457.87
Members Events		1,566.50	1,497.73
Permits, licences and fees		90.91	207.90
Postage		100.00	140.00
Printing and stationery		3,348.38	1,978.10
Rent		19,810.20	19,665.93
Repairs and maintenance		268.77	383.64
Salaries and wages		80,928.63	76,306.98 469.80
Security costs	•	2 052 42	33,530.40
Street activities	2	3,053.42 868.53	33,530.40 781.78
Subscriptions		7,307.50	6,993.61
Superannuation contributions		3,068.74	3,099.36
Telephone, fax & internet		3,006.74 175.00	74.98
Training expenses		695.00	799.54
Trophies - Business Awards		-	93.19
Volunteers expense Workcover		759.47	988.72
VVOIRGOVEI		155,949.51	186,911.86
NET OPERATING PROFIT (LOSS)	_	(22,122.26)	14,979.57
· · · · · · · · · · · · · · · · · · ·			

# PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2021

	Note	2021 \$	2020 \$
Retained Profits at the beginning of the financial year		97,566.25	82,586.68
TOTAL AVAILABLE FOR APPROPRIATION	_	75,443.99	97,566.25
RETAINED PROFITS AT THE END OF THE FINANCIAL YEAR		75,443.99	97,566.25

### BALANCE SHEET AS AT 30 JUNE 2021

	Note	2021 \$	2020 \$
CURRENT ASSETS			
Cash at bank - Cheque A/c		75,459.46	96,349.24
Cash at bank - Petty Cash A/c		561.53	330.84
		76,020.99	96,680.08
TOTAL ASSETS	_	76,020.99	96,680.08
CURRENT LIABILITIES			
Other creditors - ATO		(5,000.00)	(8,565.00)
Withholding taxes payable	3	4,176.00	4,428.00
Good and services tax	4 _	1,401.00	3,250.83
		577.00	(886.17)
TOTAL LIABILITIES	_	577.00	(886.17)
NET ASSETS		75,443.99	97,566.25
EQUITY			
Retained Profits		75,443.99	97,566.25
TOTAL EQUITY	-	75,443.99	97,566.25

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

2021 2020 \$ \$

#### 1 Statement of Significant Accounting Policies

The financial statements are a special purpose report prepared for use by the committee The committee has determined that the association is not a reporting entity.

The statements are prepared on a cash basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

No Australian Accounting Standards, Australian Accounting Interpretations Views or other authoritative pronouncements of the Australian Accounting Standards Board have been intentionally applied.

2	Street activities: Street activities - Cultural events Street activities - General Street activities - Christmas parade	6.36 844.85 2,202.21 3,053.42	1,989.20 8,536.66 23,004.54 33,530.40
3	Withholding taxes payable: PAYG withholding tax payable	4,176.00	4,428.00
4	Good and services tax: GST payable Input tax credit	3,036.00 (1,635.00) 1,401.00	4,459.75 (1,208.92) 3,250.83

#### STATEMENT BY MEMBERS OF THE COMMITTEE

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

In accordance with a resolution of the committee of , the members of the committee declare that the financial statements for the year then ended, a summary of significant accounting policies and other explanatory notes:

- present a true and fair view of the financial position of as at 30 June 2021 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Associations Incorporation Act 1985; and
- 2. at the date of this statement there are reasonable grounds to believe that will be able to pay its debts as and when they fall due.

This statement is signed for and on behalf of the committee by:

**Treasurer** 

7 September 2021

#### Report on the Audit of the Financial Report

#### **Opinion**

We have audited the financial report of (the association), which comprises the committee's report, statement of financial position as at 30 June 2021 and the statement of profit or loss for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial report of presents fairly, in all material respects, the financial position of as at 30 June 2021 and of 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 Act 1985 South Australia.

#### **Basis for Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

#### **Emphasis of Matter - Basis of Accounting**

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist to meet the requirements of the Associations Incorporation Act 1985. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

#### Responsibilities of the Committee for the Financial Report

The committee of is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Associations Incorporation Act 1985 South Australia and for such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free of material misstatement, whether due to fraud or error.

In preparing the financial report, the committee is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

#### Auditor's Responsibility for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

22 Bridge Street Salisbury, SA, 5108

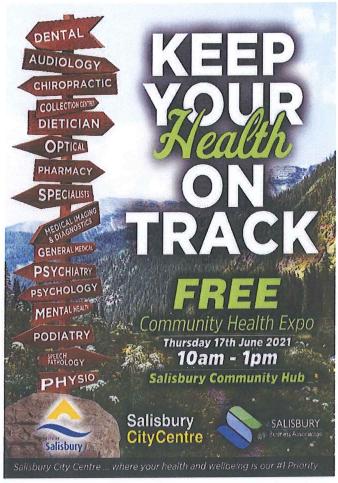
**Chartered Accountant: Raoul P Dunk** 

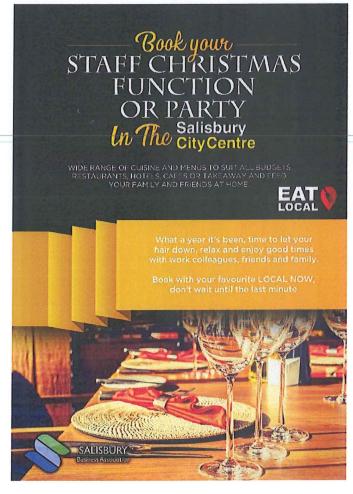
Salisbury

7 September 2021

### **OUR 2020/21 EVENTS AND PRECINCT ACTIVATION**











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