

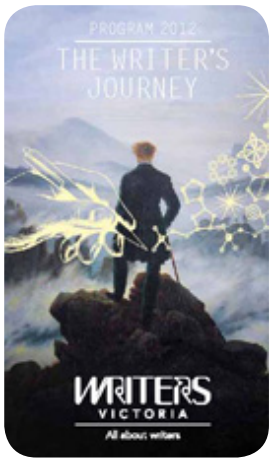
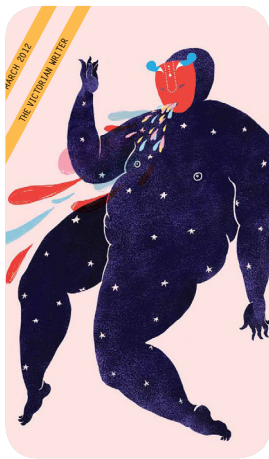
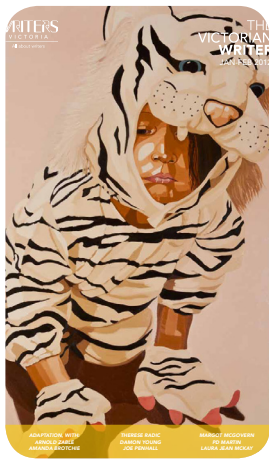
2012

WRITERS VICTORIA

ANNUAL REPORT

WRITERS
VICTORIA

All about writers





ANNUAL REPORT WRITERS VICTORIA

2012

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WRITERS VICTORIA

STAFF

Director **Roderick Poole**

Administration and Finance

Manager **Jacquelin Low**

Program Manager **Mary Napier**

Publications Manager

Anna Kelsey-Sugg (*until July*),

Johannes Jakob (*until December*)

Marketing and Membership

Coordinator **Elise Hearst** (*until March*),

Sally Williams (*June to December*)

Membership Services Officer

Libby Bramble (*March–May*)

Editorial Assistant **Allee Richards**

(*until June*) **Bronwyn Lovell** (*July to Dec*)

BOARD

Chair & Public Officer **Isolde Lueckenhausen**

Deputy Chair **Ben Starick**

Treasurer **Simone Lunny**

MEMBERS

Eddie Creaney

Maria Katsonis

Annie O'Hanlon (*until March*)

Bronwyn Blaiklock

Kylie Trounson

Francesca Rendle-Short

Virginia Murdoch



Director's Report

by JACQUELIN LOW, ACTING DIRECTOR

We began the year as Writers Victoria and in the spirit of the 2012 Program, embarked on the Writer's Journey. Mary Napier programmed a diverse range of courses and workshops to assist writers at all stages of their journeys. I would like to thank Mary for her excellent programming and extend my thanks to all of the tutors, writers and editors who contributed to the success of 2012. Our magazine and 2012 Program were transformed by graphic designer Toby Gibson who redesigned the magazine to broaden its appeal across our diverse membership. The result is a beautifully crafted magazine with a classic layout and images that add to the reading experience.

Writers Victoria has been in partnership with the National Trust (VIC) since 2006 when we opened nine rooms within the historical Glenfern mansion for writers to use as studios. In August we added two new writing spaces to our suite through an expanded partnership with Alix Hill at the National Trust. Being converted cells on the top floor of the Old Melbourne Gaol, the studios are by no means conventional; however, writers of crime, history and biography have benefited from the unique atmosphere and access to the Gaol archives and reference collection. All writers have participated in the Open Cell event which is held on the last Sunday of every month.

In partnership with Arts Access Victoria (AAV), Writers Victoria welcomed Fiona Tuomy as a Write-ability Mentor-in-Residence to work with writers with disability to develop their work and investigate professional development and publishing opportunities. The six month pilot program was guided by a steering group which comprised Fiona Tuomy, Roderick Poole from Writers Victoria, Chris Brophy from AAV, Katie Marx from SCOPE Victoria and Michael Uniacke, a deaf writer and a freelance journalist. At the end of 2012 it was confirmed that Arts Access Victoria had secured additional funding to continue the Write-ability program in 2013. Writers Victoria organised disability awareness training for staff from all of the resident organisations within the Wheeler Centre in November. This training session was the catalyst for monthly meetings to discuss issues of accessibility, inclusive programming and the formulation of Disability Access Plans.

In March 2012 Writers Victoria was proud to announce the winner of the inaugural Hazel Rowley Fellowship. Mary Hoban was awarded \$10,000 and has since travelled to the Balliol Archives in Oxford

to research the life of Julia Sorell. Soon after the awards ceremony, we began working towards the next round of fellowships which aims to encourage excellence in biography writing and to commemorate the life, ideas and writing of Hazel Rowley. The Hazel Rowley Literary Fellowship is supported by the Hazel Rowley Literary Fund, a sub-fund of Australian Communities Foundation.

Writers Victoria continued to present the National Touring Program as part of the Writing Australia network. In 2012 Victoria writers Andrea Goldsmith, PD Martin, Cate Kennedy and Steven Carroll travelled interstate to teach fiction related writing courses. Interstate writers Fiona McIntosh, Rohan Wilson, Brendan Walker and the US's Lee Gutkind shared their knowledge in writing workshops were held across five states.

In keeping with the writer's journey theme a number of staff travelled overseas to continue their own writing journeys. Our editor of four years, Anna Kelsey-Sugg, packed her bags (with 18 books!) and headed to Europe to read and write. In her absence, we have had the pleasure of working with Johannes Jakob who, as the previous editor of *Voiceworks*, was able to fill in for Anna on her extended sabbatical. Johannes has been assisted by Bronwyn Lovell, who brought her expertise in poetry to the December issue of *The Victorian Writer*. Bronwyn replaced our editorial assistant Allee Richards who left to travel America, volunteering at writing festivals and literary events across the States. Elise Hearst, who had been with us since 2009, left to undertake a residency at the Manchester Royal Exchange Theatre to workshop her play in London at the Royal Academy of Dramatic Art. I would like to thank Libby Bramble who was with us after Elise's departure and welcome Sally Williams, who is dedicated in her approach to assisting writers as the Membership and Marketing Coordinator.

On behalf of all of the staff I would like to acknowledge the contributions that Roderick Poole made to the organisation as the Director between 2010 and 2012. Roderick brought energy and passion to the role and was instrumental in changing the name of the organisation and increasing the profile of Writers Victoria within the literary industry. Roderick was inclusive in his approach; responding to the needs of writers from diverse backgrounds with new initiatives such as the Write-ability program, funded fellowships for Victorian playwrights and a network of writers from culturally and linguistically diverse backgrounds.

Chair's Report

by ISOLDE LUECKENHAUSEN

The 2012 program theme was A Writer's Journey. Upon reflection, 'a journey' is also an apt description of the process the organisation itself went through in 2012. Over the five years I have been involved with Writers Victoria, I have seen it develop and mature: growing its membership and range of services, and improving the way it engages with members and Victorian writers. 2012 was no exception.

In 2011, our branding, publication and communications initiatives represented part of this journey. In 2012, the Committee of Management focused on making sure the organisation thinks more strategically about what we do and how we do it. This is particularly important for our ongoing sustainability, especially in the context of the new and competitive funding process that has been introduced by Arts Victoria for the 2013 triennial funding round.

The end of 2012 was also an end of an era. After two and a half years, Roderick Poole's contract concluded in December 2012. Roderick brought a passionate and creative energy to the organisation. He worked with staff to create program launches that filled the house and revitalised communication with members. On behalf of the Committee of Management, staff, volunteers and all those Roderick worked with during his time, we thank him for his valuable contribution.

Another significant change was our decision to leave Writing Australia at the end of 2012, of which Writers Victoria had been a founding member. We have now received funding directly from the Australia Council for 2013. It was not the outcome we had all hoped for when we first became involved but it was a decision we felt we had to make. Writers Victoria remains a committed supporter of the network of writers' centres across Australia. Special thanks need to be extended to Maria Katsonis for the time and energy she contributed as the Writers Victoria representative on the board of Writing

Australia from April 2012.

A wonderful team of people created the successes of 2012. The staff at Writers Victoria have my admiration, respect and thanks. Few small arts organisation have such long-term staff, which in turn is enhanced by some of the newer staff members. The Committee of Management have gone above and beyond in 2012, giving hours of their time and offering their expertise where needed. Simone Lunny, as Treasurer, has once again performed an excellent leadership role, introducing improvements to the way we plan and make financial decisions. Sadly, this year the Committee will be losing Ben Starick, Deputy Chair: his contributions, positivity and marketing expertise will be missed.

I would to thank our patron, Noel Turnbull, for his wise counsel and ongoing support. To our partners, funders, and other supporters: thank you once again. Our supporters and partners include Arts Victoria, the Australia Council, the National Trust (Vic), Arts Access Victoria, The Readings Foundation, Grace Marion Wilson Trust, The Lord Mayor's Charitable Foundation and Chamber Made Opera. Finally, to our members, all fabulous 3000 of you, we look forward to seeing or hearing from you in 2013.



Treasurer's Report

by SIMONE LUNNY

The 2012 fiscal year was a strong year for Writers Victoria resulting in a net profit position of \$7.5k. The result is consistent with the organisation's strategic plan and financial forecasts.

In 2012 revenue increased by 4% from 2011. The increase was predominantly attributed to an increase in program revenue from seminars and workshops, which experienced a 5% growth from 2011 as a result of strong demand for Writers Victoria courses, particularly the Summer School series and the new short course format which ran throughout the year. There was also a substantial increase in advertising revenue from the monthly magazine and annual program with revenue experiencing 40% growth from 2011. Magazine advertising increased following the publication of an additional edition in 2012 and also as a result of the revamped magazine format which has been warmly received by members and advertisers alike.

Other core revenue streams such as Membership, Writers Studios and net profit from Manuscript Assessments remained relatively constant during 2012 in comparison to 2011. In a year in which Writers Victoria restructured its residential writing program (ending the partnership with Rosebank and establishing a new partnership with the National Trust), and where the uncertain economic climate had the potential to significantly impact membership volumes, this was a pleasing outcome.

Writers Victoria continued to benefit from the support of the Grace Wilson Marion Trust and the Lord Mayor's Charitable Trust during 2012, with funding facilitating a number of new innovative programs. Funding was also received from Writing Australia and Arts Victoria. Funding from Arts Victoria, the organisation's primary source of grant funding, remained unchanged during 2012 with triennial funding arrangements in place until 2013.

Revenue from other non-core activities such as books sales were slightly down from 2011. This is

in line with the organisation's strategy to focus on core service activities in order provide opportunities and benefits to members. Writers Victoria also experienced a reduction in donations, which was not unexpected given the economic climate.

On the expenses side, there was an increase in operating expenses in 2012 (excluding expenditure attributed to programs which increased in accordance with program revenue increases). The increase was predominantly in employee remuneration with Writers Victoria employing an additional resource to assist with publications and administration while also providing annual salary rises in line with market rates. Writers Victoria achieved cost savings on a number of other operating expenses, with total 2012 operating expenses consistent with the organisation's 2012 forecast.

In addition to the strong fiscal result, Writers Victoria continued to focus on enhancing its financial management processes during 2012. This work will continue in 2013 with various initiatives currently underway for continuous improvement of financial management and reporting.

I'd like to extend my thanks to Jacquelin Low for all her hard work and support during the year and to the Writers Victoria staff who assisted with all things financial. Thank you, too, to the many paid and volunteer staff who work on behalf of you, the members, and on behalf of the Committee of Management.



Program & Regional Partnerships

by MARY NAPIER, Program Manager, Writers Victoria

PROGRAM

The Writers Victoria annual events program directive is to service the needs of writers at all stages through the provision of professional development activities. In 2012, this culminated in the plan and presentation of a series of comprehensive events that incorporated both craft development and marketing know-how in the range of specialty areas of literary and popular fiction, literary and creative non-fiction, writing for radio, theatre, comedy, screen, poetry, freelance writing, online media and publishing.

The initial annual program was launched in December 2011. Following a peak of demand for workshops in January, booking activity was low in February and March 2012 resulting in cancellations of two year-long courses and one half-year intensive, alongside below target booking levels. To compensate, additional activities were scheduled mid-year to be presented in the latter months of 2012.

The final annual program delivered 49 courses and workshops across the year. These included ten summer school workshops, four year-long courses, two year-long courses at advanced level, five half-year intensives, eight weekday courses, seven short courses, eleven tutorials and two masterclasses.

Of the new program initiatives, the Writer's Workout Bootcamp courses and Tuesday Tutorial series were highly successful with high or full attendance for all events. Through its partner initiatives Writers Victoria presented 12 major public events comprising 70 professional authors and industry representatives and an audience attendance close to 2,500. Of these, six free events were open to the public, which attracted nearly 1400 audience members. The major component of the public events program included information sessions on arts funding, law and copyright, publishing industry advice, theatre and the Writer's Journey. The event in largest attendance was the 2013 program launch which attracted an audience of approximately 200.

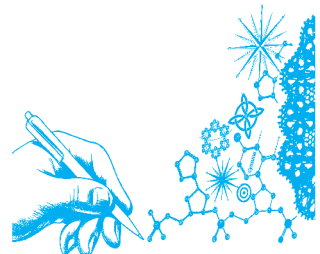
REGIONAL PARTNERSHIPS

Writers Victoria is committed to supporting writers throughout Victoria and is keenly aware of the geographical limitations experienced by its regional members. Assisted by the Lord Mayor Charitable Trust, Writers Victoria offered the 2012 Regional Partnerships program, which gave an opportunity to partner with groups and festivals to deliver customised workshops and events designed to meet the needs of regional writers and audiences.

Congratulations to the following successful applicants who took part in the 2012 Writers Victoria Regional Partnerships Program: Apollo Bay Arts Inc., Castlemaine Word Mine, Castlemaine U3A Inc., Lazy River Writers, Ballarat Writers Inc, 3305 Writers' Group, Portland and Woodend Winter Arts Festival.

The regional partnerships led to a range of activities that included workshops, panels and festival presentations on biography, memoir, short story, poetry, novel, writing for young adults, book proposals, and marketing and publishing.

Acknowledgement goes to the participating authors and industry professionals: Lee Kofman, Rhonda Whitton, Arnold Zable, PD Martin, Belinda Castles, Paddy O'Reilly, Chi Vu, Jordie Albiston, Paul Mitchell, Zoe Dattner, Sherryl Clark, Lorette Broekstra, Hilary Badger, Leanne Hall, Sue Lawson, Steven Lochran, Ebony McKenna, Lorraine Marwood, Michael Panckridge, Karen Tayleur, Gabrielle Wang and Suzy Zail.



Volunteers / The Victorian Writer

VOLUNTEERS

by SALLY WILLIAMS, Marketing and Membership Coordinator

With a high delivery of programs and services implemented across the year, volunteers make a valuable contribution to ensuring efficient and successful operations of the Writers Victoria events program and within the office.

We welcomed Michelle Allan and Deborah Kane as interns who have assisted with marketing, membership and editorial duties.

At 31 December we had 42 registered volunteers who were recruited from our member base and from students who expressed interest in university placements.

A volunteer induction was held in July to educate volunteers on our program and services, the organisational structure and centre procedures.

Special thanks to our dedicated 2012 volunteers who assisted us with over 750 hours of support across the year: Allee Richards, Alexis Drevikovsky, Andrew Bifield, Angela Murnane, Barbara Erskine, Brendan Pahowski, Cate Davis, Christopher Mullin, Delia Sinni, Ernesto Zelaya, Fiona Lennon, Gabrielle Ryan, Helen Haloulos, Ian Flatman, Isabella Cunniingham, Jeremy Johnson, Kristin Pedroja, Madeline Thornbeck, Maryrose Cuskelly, Michelle Allan, Nalini Haynes, Nathan Napper, Rodney Wetherall, Sally Fox, Sarah Niblock, Sean Dumbrell, Stephanie Pribil, Susie Chong, Ted Mouritz, Sue Penhall and Terry O'Loughlin.

THE VICTORIAN WRITER MAGAZINE

by ANNA KELSEY-SUGG, Publications Manager

In 2012 The Victorian Writer magazine printing schedule expanded to include a tenth issue, and was refreshed by incorporating a new design by designer Toby Gibson. The magazine also expanded to include an extra eight pages, moving to a 36-page publication.

Some of the main themes explored in The Victorian Writer in 2012 included: memoir, adaptation, writing for radio, editing, stage and screen writing, publishing, festivals, short form, creative non-fiction and poetry.

These issues included essays, stories, conversations, advice and personal tales from the likes of local writers Anna Fern, Mark Tredinnick, Adolfo Aranjuez, Judith Bishop, Jo Case, Ronnie Scott, Ali Alizadeh, Louise Swinn, Sonja Hartnett, Danny Katz, John Bailey, Laura Jean McKay, Zoe Dattner, Angela Meyer, Lucy Feagins, Nathan Farrugia, Cameron Woodhead, Rachael Maza, Geoff Lemon, Cate Blake, Alicia Sometimes, Ramona Koval, Arnold Zable and many more.

These writers along with Writers Victoria staff and members contributed content that was practical, personal, instructive and reflective. At the end of 2012 we would hope, as is the case after every year, that many readers of The Victorian Writer felt equipped with the appropriate skills to turn their ideas into words and to see those words published





2012

MENTORSHIPS & MS ASSESSMENT

BY SALLY WILLIAMS

We continued to provide writers with an accessible manuscript assessment service in 2012. We assisted 82 writers with 88 appraisals, drawing on the expertise of a pool of 31 professional assessors. Two manuscripts came from writers with a disability, who received the service through our new Write-ability program.

As a follow up to the manuscript assessment service, Writers Victoria offered writers the option of meeting their assessor to discuss their assessment in detail. More than half of the writers who accessed the manuscript assessment service took advantage of these follow-up consultations. We saw an increase of 32% on 2011's figures.

Our mentorship program continued, giving emerging writers access to ongoing support from established authors. We offered two rounds of mentorships for paying writers across the year, with 29 early and emerging writers entering into formal mentorships with 21 mentors across a range of genres. Some of these mentorships were the result of manuscript assessments.

LIBRARY

BY SALLY WILLIAMS

The Writers Victoria library was improved through cataloguing and the installation of tables and chairs. These improvements helped turn the library into a more efficient resource for members and provided a quiet space for them to write in.

By December the library started receiving visitors daily.

Our librarian Marilyn Newby retired and we welcomed Angela Murnane to the role. We commend Marilyn for her commitment to Writers Victoria and would like to thank Marilyn, Angela and Terry O'Loughlin for their combined efforts in establishing a catalogue for the library.

GLENFERN

BY IOLA MATHEWS, CO-FOUNDER AND WRITER LIAISON

Glenfern writers' studios continue to be a valuable refuge and support for writers. Last year was the third year in a row that the studios had 100% occupancy and there has rarely been an empty studio since Glenfern opened in 2006. Many writers apply to extend their lease at the end of their term, and some are back for their second or third visit.

We have nine studios and some are shared between two writers to reduce the cost of rent. Fellowships provided by The Readings Foundation and the Grace Marion Wilson Trust are for three months rent-free and are highly valued. Recipients in 2012 were Libby Hart, Ramona Koval, David Sornig, Joelle Gergis, Emma Schwarcz and Ilka Tampke.

Writers in the past twelve months have worked on very diverse projects, including fiction, non-fiction, poetry, biography, true crime, children's books, young adult books and film scripts.

The visitors' book shows that writers love this refuge of peace and quiet, and most are amazed at how much they have accomplished at the end of their stay. They also appreciate the support of the other writers and the monthly lunches where there is a lively discussion about each other's projects and useful tips on publishing, marketing and the writing life.

DORIS LEADBETTER POETRY CUP

The annual Doris Leadbetter Poetry Cup gives the opportunity for poets to perform their work in front of an audience and compete for a first prize of \$2000.

2012 Winner: Kerry Loughrey. Runner Up: Juliana Qian. Encouragement awards: Tobias Menderson-Galvin and Emily Humphries. Judges: Alicia Sometimes, Matt Hetherington and Sean M Whelan. Event MC: Michelle Dabrowski. Special acknowledgement to patrons Pamela Davison and Ron Smooker.

2012

GRACE MARION WILSON TRUST PROGRAMS

EMERGING WRITERS COMPETITION

2012 marked the fourth year of the Grace Marion Wilson competition which showcased the winning stories in the Sept/Oct issue of *The Victorian Writer*. Writers Victoria would like to thank Emmett Stinson and Romy Ash for judging the short story category and Maria Tumarkin for judging the creative non-fiction category. Peter Dann won with his short story *The Aerial Tree* and Harriet Gaffney won with her non-fiction piece *A Battered Heart*. Both winners received a cash prize of \$1000. In second place with her short story, *Faris's Story*, was Wendy Riley, while Zoe Blain took runner-up position for *My Father*. Wendy and Zoe both received \$250 for their efforts. Congratulations to those writers that were highly commended: Mattie Sempert, Nancy Sugarman, Gabrielle Daly, Daisy Wallace, Karen Charlton and Liam Brooks who all won a complimentary membership to Writers Victoria.

PLAYWRIGHTS' FELLOWSHIP

Following on from the mentorships that were established last year, 2012 saw the program extended to support playwrights living and working in Victoria. Internationally acclaimed Melbourne playwright, Raimondo Cortese is providing ongoing assistance into 2013 to the following six successful fellows that were chosen from over 40 applicants: Andrew Frederik Harmsen, Carly Beth Nugent, Diane Stubbings, Didem Caia, Kieran Carroll and Simon Godfrey.

GLENFERN FELLOWSHIPS

The 2012 studio fellowship allowed three writers with the time and space to write at Glenfern Writers' Studios for three months each. The emerging writer fellowships were awarded to Ilka Tampke, Joëlle Gergis and Emma Schwarcz. Ilka worked on her YA novel *Skin*; Joëlle continued writing *Waiting for the Rain* and Emma worked on *Reuben Rosen*.

MASTERCLASSES

The Grace Marion Wilson Trust supported two five-day masterclasses in 2012 giving emerging and established writers the opportunity to take part in an intensive professional group workshopping environment led by a high profile author. Enrolment in the two classes was by application only with the selection process ensuring a compatible and worthwhile process between both participants and master tutors. In January, Steven Carroll (*Spirit of Progress*, *The Art of the Engine Driver*) delivered a five-day class in fiction writing, while in May international author Robin Hemley (*Reply All*, *The Field Guide to Immersion Writing*) delivered a five day class in creative non-fiction. With a limit of 12 participants per class, the masterclasses provided an engaging, productive and intimate group environment for the writers.



Auditor's Report

WRITERS VICTORIA INC.
A.B.N. 18 268 487 576

STATEMENT OF COMPREHENSIVE INCOME FOR THE PERIOD ENDED 31 DECEMBER 2012

	Note	2012 \$	2011 \$
Revenue	2	736,892	700,145
Auditor's remuneration	3	(3,500)	(6,000)
Depreciation and amortisation expenses		(1,471)	(3,315)
Employee benefits expenses		(310,281)	(284,747)
Other expenses		(414,124)	(374,525)
Surplus for the year	4	7,516	31,558
Total comprehensive income for the year		7,516	31,558
Total comprehensive income attributable to members of the entity		7,516	31,558
CURRENT ASSETS			
Cash and cash equivalents	5	256,616	239,916
Accounts receivable and other debtors	6	8,975	19,367
Inventories	7	587	823
Other current assets	8	14,180	6,305
TOTAL CURRENT ASSETS		280,358	266,411
NON-CURRENT ASSETS			
Property, plant and equipment	9	11,225	511
Intangible assets	10	-	845
TOTAL NON-CURRENT ASSETS		11,225	1,356
TOTAL ASSETS		291,583	267,767
LIABILITIES			
CURRENT LIABILITIES			
Accounts Payable and Other Payables	11	191,768	163,636
Provisions	12	7,505	23,837
TOTAL CURRENT LIABILITIES		199,273	187,473
NON-CURRENT LIABILITIES			
Provisions	12	11,000	6,500
TOTAL NON-CURRENT LIABILITIES		11,000	6,500
TOTAL LIABILITIES		210,273	193,973
NET ASSETS		81,310	73,794
EQUITY			
Retained earnings	13	81,310	73,794
TOTAL EQUITY		81,310	73,794

WRITERS VICTORIA INC.**A.B.N. 18 268 487 576****STATEMENT OF CHANGES IN EQUITY
FOR THE PERIOD ENDED 31 DECEMBER 2012**

	Note	Retained earnings \$	Total \$
Balance at 1 January 2011		42,236	42,236
Surplus attributable to members		31,558	31,558
Balance at 31 December 2011		73,794	73,794
Surplus attributable to members		7,516	7,516
Balance at 31 December 2012		81,310	81,310

**STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDED 31 DECEMBER 2012**

		2012 \$	2011 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from customers		599,121	456,653
Payments to suppliers and employees		(726,684)	(657,166)
Interest received		11,505	12,014
Receipts from Grants		144,098	251,443
Net cash provided by operating activities	15	28,040	62,944
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for plant and equipment		(11,340)	-
Net cash provided by (used in) investing activities		(11,340)	-
Net increase in cash held		16,700	62,944
Cash at beginning of financial year		239,916	176,973
Cash at end of financial year	5	256,616	239,917

WRITERS VICTORIA INC.
A.B.N. 18 268 487 576

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2012

1 Statement of Significant Accounting Policies

The financial statements cover Writers Victoria Inc. as an individual entity. Writers Victoria Inc. is an association incorporated in Victoria under the Associations Incorporation Act 1981.

Basis of Preparation

The financial statements are general purpose financial statements that have been prepared in accordance with Accounting Standards, Australian Accounting Interpretations and the Associations Incorporation Act 1981.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Compliance with Australian Accounting Standards ensures that the financial statements and notes also comply with International Financial Reporting Standards as issued by the IASB. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless otherwise stated.

The financial statements have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

Accounting Policies

Inventories

Inventories are measured at the lower of cost and net realisable value.

Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation.

WRITERS VICTORIA INC.
A.B.N. 18 268 487 576

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2012

Financial Instruments

Initial Recognition and Measurement

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the association commits itself to either purchase or sell the asset (i.e. trade date accounting adopted).

Financial instruments are initially measured at fair value plus transactions costs except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

Impairment of Assets

At the end of each reporting period, the association reviews the carrying values of its tangible and intangible assets to determine whether there is any 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 value. Any excess of the asset's carrying value over its recoverable amount is recognised immediately in the income and expenditure statement.

Where it is not possible to estimate the recoverable amount of an individual asset, the association estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Intangibles

Other intangibles

Website establishment costs are recognised at cost and amortised over three years.

Employee Benefits

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

Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may not satisfy vesting requirements. Those cash outflows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows.

WRITERS VICTORIA INC.
A.B.N. 18 268 487 576

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2012

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 recognised represent the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Cash and Cash Equivalents

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

Revenue

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers.

Revenue from Grants received is recognised as income in the period to which the grant relates.

Accounts Payable and Other Payables

Accounts payable and other payables represent the liabilities at the end of the reporting period for goods and services received by the association that remain unpaid.

Accounts payable are recognised at their transaction price. Accounts payable are obligations on the basis of normal credit terms.

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 Tax 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 statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities, which are recoverable from or payable to the ATO, are presented as operating cash flows included in receipts from customers or payments to suppliers.

Comparative Figures

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

WRITERS VICTORIA INC.
A.B.N. 18 268 487 576

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2012

	2012 \$	2011 \$
2 Revenue and Other Income		
Revenue		
Sales revenue:		
Rendering of services	723,814	683,648
Other revenue:		
Interest received	11,505	12,014
Other revenue	1,573	4,483
	<u>13,078</u>	<u>16,497</u>
Total revenue	<u>736,892</u>	<u>700,145</u>
3 Auditor's Remuneration		
Auditor's Remuneration		
Auditing Services	1,750	3,000
Other Services	1,750	3,000
	<u>3,500</u>	<u>6,000</u>
4 Surplus for the year		
Surplus before income tax from continuing operations		
includes the following specific expenses:		
Expenses		
Depreciation of property, plant and equipment	626	770
5 Cash and Cash Equivalents		
Cash on Hand	494	21
Cash at Bank	256,122	239,895
	<u>256,616</u>	<u>239,916</u>
Reconciliation of cash		
Cash at the end of the financial period as shown in the		
statement of cash flows is reconciled to the related items in		
the statement of financial position as follows:		
Cash and cash equivalents	256,616	239,916
	<u>256,616</u>	<u>239,916</u>

WRITERS VICTORIA INC.
A.B.N. 18 268 487 576

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2012

	2012 \$	2011 \$
6 Accounts Receivable and Other Debtors		
Current		
Trade Debtors	9,630	19,367
Less: Provision for Doubtful Debts	(655)	-
	<u>8,975</u>	<u>19,367</u>
	<u>8,975</u>	<u>19,367</u>
The association does not hold any financial assets whose terms have been renegotiated, but which would otherwise be past due or impaired.		
7 Inventories		
Current		
At cost:		
Finished Goods	<u>587</u>	<u>823</u>
8 Other Current Assets		
Current		
Prepayments	<u>14,180</u>	<u>6,305</u>
9 Property, Plant and Equipment		
Office Equipment	15,840	4,500
Less: Accumulated Depreciation	(4,615)	(3,989)
	<u>11,225</u>	<u>511</u>
Total Plant and Equipment	<u>11,225</u>	<u>511</u>
Total Property, Plant and Equipment	<u>11,225</u>	<u>511</u>

WRITERS VICTORIA INC.
A.B.N. 18 268 487 576

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2012

	2012	2011
	\$	\$

Movements in Carrying Amounts

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year.

	Freehold Land	Buildings	Office Equipment	Leased Plant and Equipment	Total
	\$	\$	\$	\$	\$
Balance at 1 January 2011	-	-	1,281	-	1,281
Depreciation expense	-	-	(770)	-	(770)
Balance at 31 December 2011	-	-	511	-	511
Additions	-	-	11,340	-	11,340
Depreciation expense	-	-	(626)	-	(626)
Carrying amount at 30 December 2012	-	-	11,225	-	11,225

10 Intangible Assets

Website	-	845
Total	-	845

Website	-	845
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11 Accounts Payable and Other Payables

Current

Trade Creditors	4,746	15,382
Other Creditors	29,089	3,528
Income in Advance	151,196	143,756
GST Payable	1,527	970
Amounts Withheld PAYG Withholding	5,210	-
	191,768	163,636

12 Provisions

Provision for Long Service Leave	11,000	6,500
Provision for Holiday Pay	7,505	23,837
Total provisions	18,505	30,337

WRITERS VICTORIA INC.
A.B.N. 18 268 487 576

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2012

	2012 \$	2011 \$
Analysis of Total Provisions		
Current	7,505	23,837
Non-current	11,000	6,500
	<u>18,505</u>	<u>30,337</u>
13 Retained Earnings		
Retained earnings at the beginning of the financial period	73,794	42,236
Net surplus attributable to the association	7,516	31,558
Retained earnings at the end of the financial period	<u>81,310</u>	<u>73,794</u>
14 Capital and Leasing Commitments		
Operating Lease Commitments		
Non-cancellable operating leases contracted for but not capitalised in the financial statements:		
Payable - minimum lease payments		
Not later than 12 months	28,500	28,500
Between 12 months and five years	142,500	52,250
Later than five years	23,750	-
	<u>194,750</u>	<u>80,750</u>
15 Cash Flow Information		
Reconciliation of cash		
Cash at the end of the financial period as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:		
Cash on Hand	494	21
Cash at Bank	256,122	239,895
	<u>256,616</u>	<u>239,916</u>

WRITERS VICTORIA INC.
A.B.N. 18 268 487 576

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2012

	2012	2011
	\$	\$
Reconciliation of net cash provided by operating activities to surplus from ordinary activities after income tax		
Operating surplus (loss) after income tax	7,516	31,558
Non-cash flows in surplus from ordinary activities:		
Depreciation & Amortisation	1,471	3,315
Changes in assets and liabilities, net of the effects of purchase and disposals of subsidiaries		
(Increase) Decrease in current inventories	236	1,305
(Increase) Decrease in current receivables	10,392	9,906
(Increase) Decrease in prepayments	(7,875)	(4,027)
Increase (Decrease) in trade creditors	20,692	(511)
Increase (Decrease) in current provisions	(16,332)	7,839
Increase (Decrease) in non-current provisions	4,500	3,500
Increase (Decrease) in income in advance	7,440	10,059
Cash flows from operations	<u>28,040</u>	<u>62,944</u>

16 Association Details

The registered office of the association is:

Level 3, The Wheeler Centre , 176 Little Lonsdale Street, Melbourne

The principal place of business is:

Level 3, The Wheeler Centre , 176 Little Lonsdale Street, Melbourne

WRITERS VICTORIA INC.
A.B.N. 18 268 487 576

STATEMENT BY MEMBERS OF THE COMMITTEE

In the opinion of the committee the financial statements as set out on pages 1 to 13:


1. Presents a true and fair view of the financial position of Writers Victoria Inc. as at 31 December 2012 and its performance for the period ended on that date in accordance with Australian Accounting Standards (including Australian Accounting Interpretations) of the Australian Accounting Standards Board.
2. At the date of this statement, there are reasonable grounds to believe that Writers Victoria 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:


Isolde Lueckenhausen

Treasurer


Simone Lunny

Dated this 15th day of March 2013

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF WRITERS VICTORIA INC.
A.B.N. 18 268 487 576**

Scope

I have audited the financial report as set out on pages 1 to 14 of Writers Victoria Inc. for the financial period ended 31 December 2012. The Committee is responsible for the financial report. I have conducted an independent audit of this financial report in order to express an opinion on it to the members.

My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements so as to present a view which is consistent with my understanding of the association's financial position, and performance as represented by the results of its operations and its cash flows.

The audit opinion expressed in this report has been formed on the above basis.

Independence

In conducting my audit, I followed applicable independence requirements of Australian professional ethical pronouncements.

Audit Opinion

In my opinion, the financial report presents fairly in accordance with applicable Australian Accounting Standards and other mandatory professional reporting requirements in Australia the financial position of Writers Victoria Inc. as at 31 December 2012, and the results of its operations and its cash flows for the period then ended.

Name of Firm: Joseph Boyar
Chartered Accountants

Name of Principal:


Joseph Boyar

Address: Caulfield South

Dated this 19 **day of** March 2013

WRITERS VICTORIA INC.
A.B.N. 18 268 487 576

INCOME AND EXPENDITURE STATEMENT
FOR THE PERIOD ENDED 31 DECEMBER 2012

	2012 \$	2011 \$
REVENUE		
Membership	144,098	145,012
Grants Received	293,185	251,443
Seminars & Workshops	168,652	162,477
Advertising	31,295	21,922
Manuscript Assessments	59,832	73,083
Publications	5,770	6,223
Writers Studios	20,982	23,488
	<u>723,814</u>	<u>683,648</u>
OTHER REVENUE		
Interest Received	11,505	12,014
Sundry Income	1,573	4,483
	<u>13,078</u>	<u>16,497</u>
	<u>736,892</u>	<u>700,145</u>

WRITERS VICTORIA INC.
A.B.N. 18 268 487 576

INCOME AND EXPENDITURE STATEMENT
FOR THE PERIOD ENDED 31 DECEMBER 2012

	2012 \$	2011 \$
EXPENDITURE		
Amortisation	845	2,545
Auditor's Remuneration	3,500	6,000
Bank Charges	766	1,067
Booking Fees	6,641	5,616
Computer & Website Expenses	1,880	4,326
Depreciation	626	770
Postage & Mail Prep	35,636	32,084
General Expenses	2,531	3,236
Governance	7,451	2,776
Insurance	857	935
Long Service Leave	4,500	3,500
Manuscript Assessments	50,030	62,385
Marketing & Promotions	21,624	23,848
Office Expenses	3,273	4,812
Printing & Newsletter	49,252	43,824
Purchases	4,001	4,187
Regional Funding	9,737	6,983
Rent	29,794	28,700
Repairs & Maintenance	-	18
Salaries	280,542	258,796
Seminars & Workshops	183,447	143,519
Staff Training & Welfare	498	485
Subscriptions	958	645
Superannuation Contributions	24,741	21,966
Telephone	790	1,177
Travelling Expenses	2,326	1,784
Workcover	3,130	2,603
	<u>729,376</u>	<u>668,587</u>
Surplus before income tax	7,516	31,558
Surplus for the period	7,516	31,558
Retained earnings at the beginning of the financial period	<u>73,794</u>	<u>42,236</u>
Retained earnings at the end of the financial period	<u><u>81,310</u></u>	<u><u>73,794</u></u>

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