



2016 ANNUAL REPORT

This Annual Report covers the period 1 July 2015 to 30 June 2016



The United Church in Australia, Presbytery of Canberra Region



National Accommodation, Recreation & Tourism Accredited



INTRODUCTION

The Greenhills Centre, established in 1965, is a community facility of the Uniting Church in Australia, owned by the Synod of NSW/ACT and administered under the Presbytery of Canberra Region. Governance and management of the Centre operates under the *Greenhills Constitution*.

The Greenhills Centre provides group accommodation and conference facilities for up to 200 people, within a Christian environment. It is used by schools, youth, community and sporting groups of all ages and from all over Australia and occasionally by overseas visitors. It is situated on approximately 6 hectares in a rural setting near the Murrumbidgee River in the Australian Capital Territory, with magnificent views towards the Brindabella Ranges.

Greenhills is a member of Christian Venues Association (CVA) of Australia and is accredited through the National Accommodation Recreation Tourism Accreditation (NARTA), Australian Tourism Quality Assured (T-QUAL) Accreditation scheme and the Five Leaf ECO-Award program.

Address	1437 Cotter Road, Cotter ACT 2611
Postal Address	1437 Cotter Road, Cotter ACT 2611
Email	bookings@greenhillscentre.com
Telephone	02 6288 1074
Fax	02 6288 0415
Website	www.greenhillscentre.com
ABN	73 812 431 514

Chairperson's Report for 2015-2016

It is a blessing to be able to report that Greenhills is in great shape.

We have excellent and very professional Board members overseeing governance, policy and major capital works planning issues operating under the rules of our recently revised Constitution. Unfortunately four members departed during the year but these have been or are being replaced by equally competent new members, a healthy situation for our Board.

Under the guidance of our Executive Director, Peter Badowski and the initiative of our Managers Will and Sue Ellis this year has seen some major operational changes which have lifted the services we offer our clients to new levels.

The most important change was the move away from contract catering and cleaning to in-house. While the number of staff has increased (with associated management workload) the main benefits in catering are improved menu selection, greater flexibility with meal times and an expected reduction in costs. Greater control of cleaning standards is also evident but above all the extra staff provides more flexibility across all operational sectors.

A second major change was the development of outdoor activities programs targeted for school groups (and others) to provide activities for the "gap" times in the group's own program. The Vertical Cluster, the Scouts high ropes facility next door, and some low level activity stations around the site are proving to be popular.



For some years the Board has set a high priority for the provision of internet (including Wi-Fi) to our site. This has always been a difficult “nut to crack” but the existence of a fibre optic cable running past our site and the development of new technologies has given us hope that we will be able to provide a professional service capable, in the long term, of servicing whole groups with practical internet access.

Bookings remain consistently high with forward bookings extending until 2019. The yearly result showed that the occupancy levels are the highest achieved for a number of years. In October Greenhills successfully hosted the 2015 Beyond Festival (sequel to Black Stump), a four day event which attracted approximately 950 people. With a commitment by the organisers to run this event at Greenhills for three years, planning for 2016 is well underway.



In the public arena Greenhills ran a very successful Mother’s Day lunch, the website has been upgraded and an ACT Government Environmental Grant will enable us to provide a practical walkway for all ages directly down to the Murrumbidgee River. Currently this is a popular activity particularly for the younger generation possibly because it offers real challenges in negotiating the steep slippery descent followed by an energy sapping ascent.

It has taken some time but we have now consolidated Greenhills operation post the 2003 bushfires. We have a stable financial position, a full complement of paid professional staff and our facilities are being utilised to the maximum. The Board is now looking ahead to “What next?”

We owe a debt of gratitude to Peter Badowski who as Executive Director for 5 years kept a steady hand on our finances to bring our not-so-comfortable

financial position when he arrived up to a more acceptable mark. As part of the post-bushfire negotiations Greenhills gained an additional block of land adjacent to the entry off Cotter Road with a proviso that we develop it. Events such as the Beyond Festival have given the Board an impetus to explore development possibilities. Our initial discussions with the ACT Planning Authority highlighted the many issues associated with development in the Murrumbidgee Corridor.

Peter's employment contract, due to end in May 2016, was extended to the end of July. John Bell, who has been the Greenhills Treasurer for many many years, agreed to fill the Executive Director role while the position is reviewed.

There is no doubt that the Spirit is leading us all in what the future may bring to Greenhills. We are truly blessed with staff and facilities that many campsites around the world can only dream about. Your prayers for all who participate in serving Christ at Greenhills are appreciated.

Harold Small
Chairperson



Treasurer's Report for 2015-2016

Please find attached a summary of the Financial Statements for the previous year. Greenhills continues to fulfil its mission whilst making a modest surplus of \$142,721.

We had a modest increase in bed nights but a slight decrease in income due to the daily rate being standardised across the whole site. The daily rate was calculated by averaging the rates for the Cotter and Murrumbidgee Centres and maintaining 2015 levels in order to maintain our competitiveness.

Greenhills is continually improving its buildings and services to meet rising expectations of its guests. During the year reverse cycle air conditioning was installed in all rooms. We built a high ropes challenge and charges levied assist to recover the costs of building and operating this activity. We provide some programmed activities for guests and these have been well received during their visits to Canberra.

Greenhills improved the income from its solar panels by replacing the faulty control equipment using another contractor as the initial installer has gone out of business.

Expenses were in line with the previous year however some significant changes have been made. Catering and cleaning were previously performed by contractors and these are now performed in house from January 2016. This allows Greenhills more flexibility in responding to cooking and cleaning needs as groups come and go.

The Greenhills Board has a policy of maintaining a cash reserve equivalent to three months of operating expenses. Cash above this reserve is used to retire debt. The \$263,468 loan was for a new Managers' Residence which was built in 2014 to replace a 1966 two bedroom wooden structure.

I am proud to report that Greenhills continues to be financially viable and meets its financial, legal and other obligations and continues to go from strength to strength.

I thank the outgoing Executive Director, members of the Board, and the staff and volunteers of Greenhills for their effort and support over the past year. I also report that I have accepted an offer to become the new Executive Director and that I am standing down as Treasurer after 28 years. I welcome Darren Orchard to the role of Treasurer. I look forward to contributing to Greenhills in a different role.

John Bell

[Outgoing] Treasurer

Greenhills Centre - Summary Financial Statements:

Income	2014-2015	2015-2016	
Bookings	\$1,536,627	\$1,491,816	
Renewable Energy Credits	\$4,036	\$6,909	
Other Income	<u>\$13,655</u>	<u>\$17,418</u>	
	\$1,554,318		\$1,516,143
Expenses			
Operating Expenses	\$1,186,401	\$1,215,303	
Depreciation	<u>\$153,722</u>	<u>\$158,119</u>	
	<u>\$1,340,123</u>		<u>\$1,373,422</u>
Surplus		\$214,195	\$142,721
Assets			
Current	\$491,783	\$575,394	
Non-Current	<u>\$3,808,633</u>	<u>\$3,828,517</u>	
	\$4,300,417		\$4,403,911
Liabilities			
Current	\$41,537	\$56,842	
Non-Current	<u>\$317,999</u>	<u>\$263,468</u>	
	<u>\$359,536</u>		<u>\$320,310</u>
Equity		\$3,940,881	\$4,083,601

Notes

1. The Greenhills Centre is a facility of The Uniting Church in Australia, Synod of NSW and the ACT, and is administered by the Canberra Region Presbytery.
2. Greenhills operates through a Board appointed under the Greenhills Constitution established by the Presbytery and Synod. This special purpose financial report has been prepared to fulfil the Board's financial reporting requirements under the Constitution.
3. The accounting policies used in the preparation of this special purpose financial report are consistent with the financial reporting requirements under the Constitution, and with previous years' financial reports. These accounting policies are, in the opinion of the Board, appropriate to meet the needs of The Uniting Church in Australia and Greenhills.
4. The financial report has been prepared on a modified accrual basis of accounting including the historical cost convention and the going concern assumption.
5. The requirements of the accounting standards and other professional reporting requirements in Australia do not have mandatory application to Greenhills because it is not a reporting entity for these purposes.
6. Assets are shown at cost less accumulated depreciation based on the estimated life of the asset, with items less than \$1,000 being expensed. In the opinion of the Board, net fair value approximates this carrying value. Assets are regularly revalued for insurance purposes.
7. Land values are not included as Greenhills operates under a concessional lease from the ACT Government which includes a purpose clause "To use the premises only for the purposes of a group or organised camp". The concessional lease has restrictions and may not have a realisable value.
8. Non-current liabilities are borrowings from Uniting Financial Services. Employment related provisions have not been raised as there are currently no long term employees.

ORGANISATION 2015-2016

Greenhills Board

Chairperson	Harold Small	Appointed to December 2016
Honorary Secretary	Jan Baker	Appointed to December 2017
Honorary Treasurer	John Bell	Transferred to Executive Director from 1 July 2016
	Darren Orchard	Appointed to December 2018
Members	Genevieve Power	Appointed to December 2018
	John Grant	Appointed to December 2016
	Andrew Taylor	Appointed to December 2019
	Geoff Wellington	Ex-Officio
Members exiting 15/16	Barry Howe	
	Don Gruber	
	Hannah Dungan	
	Brian Carle	

Committees

Executive Committee	Convenor – Harold Small
Finance and Compliance Committee	Convenor – vacant
Capital Works Sub-committee	Convenor – Harold Small
Ministry, Mission & Communications Committee	Convenor – John Grant

Staff:

Executive Director:	Peter Badowski	now John Bell
Facilities Manager:	Will Ellis	
Customer Service Manager:	Sue Ellis	
Catering Manager:	Sean Coote	
Office Assistants:	Karen Hush	
	Amy Behrendorff	
Customer Service Hosts:	James Ellis	
	Liam Hanna	
	Aidan Higginson	
	Ellyn Davis	
	Bek Ellis	
Catering Staff	Erin Kinnear	
	Nathan Bennett	
	Bert Lango	
	Lucy Holm	
	Claudia Sykes	
	Phillip Livingston-Burns	