



**NSW Writers' Centre Inc.
(trading as Writing NSW)**

**2021 Annual Report
to
Members**

Annual General Meeting 20 June 2022

Chair's Report 2021

Introduction

Writing NSW is the state's premier organisation for writers, providing services and support to thousands of writers from all backgrounds, across all genres and at all stages of their careers.

While we have seen many challenges over our thirty years of operation, the last two years have certainly tested not only the resilience and resolve of Writing NSW, but also the sector more broadly. Who could have imagined we would find ourselves once again in 2021 navigating the many challenges of the pandemic. As our CEO Jane McCredie has outlined in her report, while staff continued to work from home throughout the year and we had to cancel our face-to-face programs, I was particularly pleased to see the significant expansion of our digital programs. This included not only additional courses and events, but also increased engagement with our regional writers who were able to more easily access and enjoy our online program.

Once again, we are thankful for our strong financial reserves and although we still do not have a commitment regarding our multi-year funding, we were very appreciative of the COVID relief funding provided in 2021 by Create NSW that was received in addition to our annual funding. This included a significant grant to promote increased cultural diversity in the literature sector which has enabled the delivery of major new programs to support emerging writers, editors and curators. In addition, a two-year grant for digital development through the Federal government's RISE fund will see an exciting and sector-leading new digital hub for writers rolled out over 2022-23.

Of course, none of this is possible without a dedicated and committed team and I would like to particularly thank Jane McCredie, Program Director Julia Tsalis and all the talented Writing NSW staff that worked so tirelessly throughout 2021 to ensure the ongoing support for writers across the state. Their ongoing commitment and resilience are deeply appreciated.

Board Update

Board members give their time voluntarily and I would like to thank the dedicated and highly experienced board members that served during 2021 including Alison Green, Roanna Gonsalves, Eliza Twaddell, Nardi Simpson, Shankari Chandran, Adam van Rooijen, Eleanor Limprecht and new board member Phebe Chan. They have been a source of great support to me and our CEO Jane McCredie over the past year and their collective expertise, commitment and collaborative approach are very much appreciated.

Finance

Further to the attached audited accounts and Treasurer's Report, we have been able to build on the strong financial outcomes of previous years, achieving solid results despite the ongoing uncertainty in 2021. Our retained surpluses provide an excellent financial base for the operation of the organisation, and we look forward to building on our successful financial strategies over the coming year.

Strategy

Looking forward, our four key strategic goals for 2022-2025 are:

- Expand our support for NSW writers, helping them to build sustainable careers in a changing writing and publishing environment

- Ensure we continue to support and represent the full diversity of the writing community, including through collaboration with relevant organisations and individuals
- Build on our digital programs and services, creating Australia's leading digital hub for writers
- Ensure a sound financial and organisational base for our operations so that we can continue to support writers and the literature sector into the future.

With our committed team and partners, we look forward to the many exciting opportunities ahead.

In Conclusion

While the year has been a challenging one, we have particularly enjoyed celebrating our 30 year anniversary - both acknowledging how far we have come since we first opened our doors in 1991 and celebrating the many exciting opportunities that still lay ahead. We could never have foreseen 30 years ago the organisation we are today with our new and expanded digital programs, the growth of our diverse range of courses, seminars, festivals and mentorships, the enriching benefits of our valued partnerships and our increased engagement with regional writers.

Thirty years on, providing advocacy, services and opportunities for writers remains at the heart of what we do. We are proud of our achievements and our strong financial performance during uncertain times, and look forward to serving the writers of NSW for the next 30 years and beyond.

Jane Pochon

Chair

May 2022

CEO's Annual Report 2021

Introduction

2021 marked 30 years since the founding of Writing NSW, under its then name of NSW Writers' Centre. With the Covid-19 pandemic continuing to disrupt programs and limit the ability to meet face-to-face, it wasn't quite the anniversary we had planned. Still, looking back over our history, and hearing from writers about how much the organisation had meant to them, reminded us there was much to celebrate. In the absence of the planned in-person gathering, we marked the occasion on digital platforms, with competitions and a series of commissioned essays on the theme of Writing and Community.

In challenging times, the priority for us as an organisation continued to be the maintenance of our support for writers. Across the year, our staff worked tirelessly to develop and deliver digital programs, including online courses, events, writing groups, and industry networking and information services. This allowed us to maintain the paid employment we offer to writers, one of the key ways we help the diverse writers of our state to maintain sustainable careers.

Through these programs, we supported thousands of writers in 2021, helping them to maintain connection and to keep developing their skills and careers. As always, we maintained our commitment to supporting and representing writers from all backgrounds, across all genres and at all stages of their careers.

Many writers valued the accessibility of the expanded digital programs, and we were particularly delighted to see large numbers of regional writers attending our online courses and events. As we return to a mix of face-to-face and digital programming in 2022 and beyond, we will continue to build on the success of the last two years' digital development to offer a strong and wide-ranging online program. We were delighted to receive a two-year grant for digital development through the federal government's RISE fund that will support this ongoing development.

On the funding front, the picture was mixed. While we still do not have any guarantee of ongoing funding from the state government, we were delighted to receive Covid relief funding from Create NSW in addition to our annual funding. This included a \$100,000 grant to promote increased cultural diversity in the literature sector, which allowed us to establish major new programs to support emerging writers, editors and curators from diverse backgrounds. Under these programs, 12 emerging writers were supported with mentoring from Roanna Gonsalves, four emerging curators were commissioned to program the 2021 Boundless Festival with mentoring from Sisonke Msimang, and three emerging editors received paid internships in publishing companies with external mentoring from Radhiah Chowdhury.

Many people and organisations make it possible for us to do everything we do to support writers and writing in NSW. We are grateful to all our partner organisations, to our members, to all the writers who work with us to deliver our programs, and to our hard-working volunteer Board led by chair Jane Pochon and deputy chair Shankari Chandran. We were sad to farewell our outgoing chair Joel Naoum during the year and thank him for his steadfast support of Writing NSW during difficult times. Across 2021, we were also grateful for the contributions made by Board members Phebe Chan, Roanna Gonsalves, Alison Green, Eleanor Limprecht, Adam van Rooijen, Nardi Simpson and Eliza Twaddell.

Particular thanks go to our dedicated and talented staff: Julia Tsalis, Jeanne Kinninmont, Rowena Tuziak, Martyn Reyes, Amy Lovat and new team member Isaac Wilcox. We're grateful to our caretakers, John Morgan and David Edmonds, who did a stellar job of looking after the building during the year.

We thank the many generous people and organisations who make donations or otherwise support our programs. And, finally, we thank the funding bodies, without whose support we would not be able to do everything we do for writers: Create NSW, the Australia Council, RISE, Inner West Council and the Copyright Agency Cultural Fund.

Professional development

So many Writing NSW online courses have seen me through lockdowns this past year – Writing Memoir, Personal Essays, Writing Trauma, Digital Marketing for Writers – helping me learn and improve my craft. I look forward to doing more courses in person when we can, but I do really value the convenience and quality of the online options. Thank you!

– 2021 Writing NSW course participant

Writing NSW is the biggest provider of training and development for writers in NSW, offering the state's most diverse range of courses, seminars, masterclasses, manuscript assessments and mentorships. Many writers have achieved first publication of their work as a direct result of a Writing NSW course or mentorship.

The program is regularly renewed with new courses and tutors to ensure it continues to meet the needs of writers in the constantly changing industry environment. All of the 2021 courses were offered online, as a planned return to face-to-face courses in the second half of the year had to be cancelled due to the resurgence of the pandemic.

The 2021 courses covered a wide range of genres: children's literature, creative non-fiction, crime, digital texts, essays, fiction, historical fiction, memoir, nature writing, picture books, poetry, researching and writing diversity, short stories, speculative fiction, writing conflict, writing place, writing trauma and Young Adult literature. There were also courses covering professional skills, such as book publicity, editing and preparing for publication.

Tutors programmed to teach in 2021 included: Lea Antigny, Meera Atkinson, Eugen Bacon, Hilary Bell, Vanessa Berry, Judith Beveridge, Pooja Mittal Biswas, Emily Bitto, Felicity Castagna, Wai Chim, Laurel Cohn Pamela Cook, Anwen Crawford, Mark Dapin, Aleesah Darlison, Nick Earls, Kate Forsyth, Linda Funnell, Sulari Gentill, Roanna Gonsalves, Jacqueline Harvey, Pamela Hewitt, Kate Holden, Cate Kennedy, Vanessa Kirkpatrick, Krissy Kneen, Lee Kofman, Emma Lancaster, Rebecca Lim, Anthony Macris, Emily Maguire, Patrick Mangan, RWR McDonald, Patti Miller, Belinda Murrell, Joel Naoum, Amanda Niehaus, Ryan O'Neill, Eileen Ormsby, Louise Park, Zoya Patel, Marianne des Pierres, JP Pomare, David Roland, Adam van Rooijen, Inga Simpson, Pip Smith, Tiffany Tsao, Leonie Tyle, and Fiona Wright. Some of the programmed courses had to be delayed to 2022 due to the ongoing Covid-19 situation.

The year's courses were extremely well received by almost 1000 participating writers, who gave them average ratings of close to 9/10.

As part of the professional development program, we also offered paid mentorships and manuscript assessments, employing established writers and editors to give feedback on writers' work in progress. Advice covered technical writing issues and strategies for achieving publication, with all sessions conducted online.

Our national prize for an emerging First Nations writer, the Boundless Indigenous Writer's Mentorship was awarded in 2021 to Torres Strait Islander writer Lenora Thaker for her novel, *The Pearl of Shantytown*. Lenora was mentored by Julie Jansson. The runner-up was Samia Goudie for her novel, *The Woman who Came in from the Sea*. Thanks to a donation from staff member Ashley Kalagian Blunt and her husband, we were also able to offer a mentorship to Samia, who was mentored by Melissa Lucashenko. The Boundless prize is offered in conjunction with Text Publishing and with support from Booktopia and the First Nations Australia Writers' Network.

As part of the cultural diversity initiatives funded by Create NSW in 2021, we offered a new mentorship prize for six emerging writers from Indigenous or culturally diverse backgrounds to work on a short piece of fiction or non-fiction. The winning writers received a \$1000 prize and structured mentoring from Roanna Gonsalves. Due to the large number and high quality of applications for this program, we also provided mentoring to six additional shortlisted writers.

Events

I thought the Boundless Festival curation was inspired and the execution of the program was seamless. A wonderful weekend of like-minded writers, ideas and powerful words.

- Audience feedback from the 2021 Boundless Festival

While the pandemic forced the cancellation or postponement of major events, including for the second year in a row our beloved Kids & YA Festival, we created new or modified online events to ensure we continued to offer platforms to writers.

In November, we were forced to reimagine the Boundless Festival at short notice as an online event due to renewed Covid restrictions. The festival featured 34 speakers and attracted a total audience of 498 people across the weekend, with additional viewers able to watch recordings of the sessions after the event. 83.3% of survey respondents rated the festival excellent and 16.7% rated it good. As part of the cultural diversity initiatives funded by Create NSW, the festival was curated by emerging curators Zohra Aly, Phoebe Grainer, Tina Huang and Annie Brockenhuus-Schack with mentoring from Sisonke Msimang.

Speakers at the festival included: Paula Abood, Hajer Al-awsi, Zohra Aly, Eunice Andrada, Laurie Brannigan-Onato, Annie Brockenhuus-Schack, Michelle Cahill, Claire Cao, Melanie Cheng, Radhiah Chowdhury, James W Goh, Roanna Gonsalves, Phoebe Grainer, Huyen Hac, Bilal Hafda, Amani Haydar, Kylie Hennesey, Tasnim Hossain, Shalini Kunahlan, Abbie Lee Lewis, Bella Li, Cara Lopez, Sara Mansour, Jazz Money, Cath Moore, Ryan O'Donnell, Jules Orcullo, Camha Pham, Martyn Reyes, Sara Saleh, Shari Sebbens, Nicole Smede, Amy Sole, Pearl Tan, Helen Tran, Dylan Van Den Berg, Alison Whittaker and Dalara Williams.

Our First Friday events continued to offer a free monthly industry-focused event to members, featuring guests from across the literature sector. In 2021, these events were presented online with speakers including author and editor Eugen Bacon, publisher Terriann White, Newcastle Writers Festival director Rosemarie Milsom, literary agent Benythron Oldfield, Diversity Arts executive director Lena Nahlous, and writer and psychologist David Rowland.

Membership and community

Writing NSW helped me begin to take myself seriously as a writer. Through participation in courses and writing groups, I not only learned skills to develop my writing, I also became a writer – part of a community of authors. All the hidden hours of placing words on a page, became part of my identity and I found my tribe of committed writers, giving a voice to our stories.

- Response to Writing NSW annual survey

Members and others highly value the services Writing NSW provides, as demonstrated by the results of our 2021 survey: more than 80% of respondents said their involvement with the organisation had helped their writing skills, and an impressive 25% said their involvement with the organisation had helped them achieve publication or performance of their work. Many cited our courses, manuscript assessments or mentorships as the key to getting their work published for the first time.

32% of respondents come from regional NSW, with most of the rest based in Sydney, and a small number from interstate and overseas. The survey revealed that 15% of respondents identified as coming from a culturally and linguistically diverse (CaLD) background and 14% as having a disability.

Most respondents are early career or aspiring writers, who value the support Writing NSW can offer at this early stage of their careers. Nearly three-quarters see writing as a professional pursuit and many work in more than one genre, with the biggest group being fiction writers (58%), followed by non-fiction (35%), autobiography and memoir (35%), poetry (24%), children's and young adult literature, (20%), speculative fiction (12%), journalism (12%) and scriptwriting (8%).

Members are enthusiastic participants in Writing NSW activities: just over 60% have attended a course, and close to 35% have turned to the organisation for advice or information. Services provided to members during the year included mentorships, manuscript assessments, writing groups, discounted or free access to a range of events including the Boundless Festival and First Friday events, and general information and advice about writing and publishing.

In 2021, our member-only Writing NSW/Varuna Fellowships were awarded to Cleo Mees for her novel, *Lost and Found*, and to Jordan Shea (under-30 category) for his play, *They're Not Listening*. Runners-up from a very strong field were Jenny Blackford and Emily Meller. Judges were Yuwaalaraay writer Nardi Simpson, Nick Tapper from Giramondo and Writing NSW Project & Communications Officer Martyn Reyes.

Our more than 20 member-run writing groups are a highly valued source of support and feedback for emerging and established writers. During periods when the building was closed due to Covid-19, Writing NSW provided an online platform for meetings as well as technical advice and support to help groups meet online. In 2021, the writing group program was supported by Inner West Council.

Plans to celebrate the organisation's 30th birthday at a face-to-face event had to be postponed due to the pandemic. We are now planning a 31st party for 2022. In the meantime, we ran a series of online competitions and commissioned a series of essays on Writing and Community to mark the milestone.

Information hub

A key role of Writing NSW is to act as an information hub for writers, providing advice, connections and access to resources. Staff are constantly responding to email, phone and face-to-face enquiries from writers, adding up to thousands of individual responses over the year. Our website is regularly updated with a comprehensive mix of resource sheets, FAQs and blog articles on all aspects of writing.

In 2021, our free weekly e-newsletter, *Newsbite*, provided information about writing and opportunities for writers to more than 10,000 subscribers. Across the year, more than 120,000 users visited our website, a 33% increase on the 2020 figure. We also have a strong and growing presence in social media. Our Facebook following was over 6000, Instagram over 3000, and Twitter nearly 19,000.

In 2021, we published a series of commissioned essays from writers on the theme of Writing and Resilience. Contributors included Meera Atkinson, Eileen Chong, Sulari Gentill, Gary Lonesborough, Michael Sala, Anthony Macris, Roanna Gonsalves and Tiffany Tsao. In December, we produced an ebook of these brilliant essays, which was sent to members as a gift.

Partnerships and outreach

In 2021, Writing NSW contributed to the broader literary sector through regular advocacy on behalf of writers and writing, through building networks and through supporting and working with other literary organisations.

We worked closely with a wide range of writing and arts organisations during the year and were an active member of the National Writers' Centre Network, which brings together state and territory writers' centres from around the country for collaborative projects, advocacy and information sharing.

In 2021, we also further strengthened our relationships with industry, working closely with publishers, agents, booksellers and other industry representatives. As part of the cultural diversity initiatives funded by Create NSW, we established a new program of paid internships in publishing companies for emerging editors from Indigenous or culturally diverse backgrounds. We received a large number of excellent applications for this program, which was delivered in partnership with Giramondo, Hachette and Pan Macmillan and with input from Diversity Arts. The successful applicants were Jodie Ramodien, Lucia Tuong Vy Nguyen and Katherine Wong who are receiving external mentoring from Radhiah Chowdhury in addition to their internship.

In 2021, our programs were particularly enriched by partnerships with Australian Society of Authors, Bankstown Arts Centre, Berkelouw Books, Better Read than Dead, Black Books,



Blak & Bright Festival, *Books+Publishing*, Booktopia, Copyright Agency, Diversity Arts, First Nations Australia Writers' Network, Giramondo, Hachette, National Theatre of Parramatta, National Writers' Centre Network, National Young Writers' Festival, New England Writers' Centre, Newcastle Writers Festival, Orana Arts, Pan Macmillan, Pantera Press, Penguin Random House, Small Press Network, State Library of NSW, Sweatshop, *Sydney Review of Books*, Text Publishing, Tranby College, University of Technology Sydney, Upswell Publishing, Varuna, Whitlam Institute, Writing WA and Zeitgeist Media.

To support young writers in Western Sydney, we again sponsored the Year 11/12 prize in the Whitlam Institute's *What Matters?* writing competition for school students.

As advocates for writers and the writing sector, we continued to fight for a healthier writing sector, preparing submissions to all levels of government on funding and policy matters and the interests of writers.

The future

In 2022, Writing NSW will continue its proud tradition of serving the writers of New South Wales. We could not have anticipated the challenges 2020-21 would bring, with both the global Covid-19 pandemic and the loss of our ongoing funding from the state government. Fortunately, our focus on digital development in recent years put us in a good position to confront the first, while the support of our community has helped us to keep going in the face of the ongoing funding difficulties. We look forward to continuing to support the wonderful and creative diversity of writing in NSW into the future.

Jane McCredie
CEO

April 2022

Treasurer's Report

Summary of 2021 results and financial position

For the year ended 31 December 2021, Writing NSW achieved a surplus of \$178,936 (2020: \$260,628). This is another strong result, despite another difficult year and reflects the success of the online course program, grants received from Create NSW and efforts from the Writing NSW team to control expenses. A strong revenue figure was achieved with total revenue of \$939,111 (2020: \$970,524). Expenses were higher this year, mostly reflecting delivery of the excellent diversity program which included the much acclaimed Boundless Festival.

The retained surpluses of \$579,938 as at 31 December 2020 provide a very strong financial position for Writing NSW to meet the challenges of 2022 and beyond.

Writing NSW has maintained its financial governance, risk management and controls throughout 2021.

While the impact of the COVID-19 pandemic continues to be felt, Writing NSW has a strong team, strategy and plan for the future and the financial resources to deliver that plan. I look forward to seeing the successes that the coming year will bring and hopefully a partial return to the in person events and services that members value so much. I would like to take this opportunity to thank the staff of Writing NSW for their hard work and commitment over a difficult few years and the members for their continuing support of this vital organisation.

Eliza Twaddell
Treasurer

May 2022

NSW Writers' Centre Inc (Trading as Writing NSW)

ABN 55 552 981 839

Financial Statements - 31 December 2021

NSW Writers' Centre Inc (Trading as Writing NSW)

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NSW Writers' Centre Inc (Trading as Writing NSW)

ABN: 55 552 981 839

Auditor's Independence Declaration to the Committee Members of NSW Writers' Centre Inc (Trading as Writing NSW)

In accordance with the requirements of section 60-40 of the *Australian Charities and Not-for-profits Commission Act 2012*, as auditor of NSW Writers' Centre Inc (Trading as Writing NSW) for the year ended 31 December 2021, I declare that, to the best of my knowledge and belief, there have been:

- (i) no contraventions of the auditor independence requirements as set out in the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

Rupaninga Dharmasiri
Partner

LBW & Partners
Chartered Accountants
Level 3, 845 Pacific Highway
CHATSWOOD NSW 2067

Date : 2022

NSW Writers' Centre Inc (Trading as Writing NSW)
Statement of profit or loss and other comprehensive income
For the year ended 31 December 2021

	Note	2021 \$	2020 \$
Revenue	4	939,111	970,524
Interest income		2,318	2,898
Expenses			
Administration expenses		(67,566)	(68,064)
Employee benefits expense		(457,659)	(452,186)
Depreciation and amortisation expense		(201)	-
Program and events expenses		(213,481)	(155,127)
Property expenses		(12,588)	(14,548)
Publication and information resource expenses		(10,998)	(22,869)
Surplus before income tax expense		178,936	260,628
Income tax expense		-	-
Surplus after income tax expense for the year		178,936	260,628
Other comprehensive income for the year, net of tax		-	-
Total comprehensive income for the year		<u>178,936</u>	<u>260,628</u>

The above statement of profit or loss and other comprehensive income should be read in conjunction with the accompanying notes

NSW Writers' Centre Inc (Trading as Writing NSW)
Statement of financial position
As at 31 December 2021

	Note	2021 \$	2020 \$
Assets			
Current assets			
Cash and cash equivalents	6	1,464,875	925,035
Trade and other receivables	7	4,484	53,346
Inventories		830	830
Prepayments		4,438	2,676
Total current assets		<u>1,474,627</u>	<u>981,887</u>
Non-current assets			
Property, plant and equipment		-	202
Total non-current assets		<u>-</u>	<u>202</u>
Total assets		<u>1,474,627</u>	<u>982,089</u>
Liabilities			
Current liabilities			
Trade and other payables	8	86,652	110,743
Contract liabilities	9	653,892	324,846
Employee benefits	10	115,765	105,086
Other	11	27,547	30,407
Total current liabilities		<u>883,856</u>	<u>571,082</u>
Non-current liabilities			
Employee benefits	12	10,833	10,005
Total non-current liabilities		<u>10,833</u>	<u>10,005</u>
Total liabilities		<u>894,689</u>	<u>581,087</u>
Net assets		<u>579,938</u>	<u>401,002</u>
Equity			
Retained surpluses		<u>579,938</u>	<u>401,002</u>
Total equity		<u>579,938</u>	<u>401,002</u>

The above statement of financial position should be read in conjunction with the accompanying notes

NSW Writers' Centre Inc (Trading as Writing NSW)
Statement of changes in equity
For the year ended 31 December 2021

	Retained surpluses \$	Total equity \$
Balance at 1 January 2020	140,374	140,374
Surplus after income tax expense for the year	260,628	260,628
Other comprehensive income for the year, net of tax	-	-
Total comprehensive income for the year	<u>260,628</u>	<u>260,628</u>
Balance at 31 December 2020	<u>401,002</u>	<u>401,002</u>
	Retained surpluses \$	Total equity \$
Balance at 1 January 2021	401,002	401,002
Surplus after income tax expense for the year	178,936	178,936
Other comprehensive income for the year, net of tax	-	-
Total comprehensive income for the year	<u>178,936</u>	<u>178,936</u>
Balance at 31 December 2021	<u>579,938</u>	<u>579,938</u>

The above statement of changes in equity should be read in conjunction with the accompanying notes

NSW Writers' Centre Inc (Trading as Writing NSW)
Statement of cash flows
For the year ended 31 December 2021

	Note	2021 \$	2020 \$
Cash flows from operating activities			
Receipts in the course of operation except government funding (inclusive of GST)		514,999	429,245
Receipts from government agencies grants and other funding (inclusive of GST)		875,900	418,070
Payments to suppliers and employees (inclusive of GST)		<u>(853,377)</u>	<u>(733,754)</u>
		537,522	113,561
Interest received		<u>2,318</u>	<u>2,898</u>
Net cash from operating activities		<u>539,840</u>	<u>116,459</u>
Net cash from investing activities		<u>-</u>	<u>-</u>
Net cash from financing activities		<u>-</u>	<u>-</u>
Net increase in cash and cash equivalents		539,840	116,459
Cash and cash equivalents at the beginning of the financial year		<u>925,035</u>	<u>808,576</u>
Cash and cash equivalents at the end of the financial year	6	<u><u>1,464,875</u></u>	<u><u>925,035</u></u>

The above statement of cash flows should be read in conjunction with the accompanying notes

NSW Writers' Centre Inc (Trading as Writing NSW)
Notes to the financial statements
31 December 2021

Note 1. General information

The financial statements cover NSW Writers' Centre Inc (Trading as Writing NSW) (the association) as an individual entity. The financial statements are presented in Australian dollars, which is the association's functional and presentation currency.

The association is a not-for-profit association incorporated in New South Wales under the Associations Incorporation Act 2009. The association is registered with the Australian Charities and Not-for-profits Commission as a charity.

The financial statements were authorised for issue on 2 May 2022.

Note 2. Significant accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

New or amended Accounting Standards and Interpretations adopted

The association has adopted all of the new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period.

Any new or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

Basis of preparation

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards - Reduced Disclosure Requirements and Interpretations issued by the Australian Accounting Standards Board ('AASB'), as appropriate for not-for profit oriented entities, the Australian Charities and Not-for-profits Commission Act 2012 and New South Wales legislation the Associations Incorporation Act 2009.

Historical cost convention

The financial statements have been prepared under the historical cost convention.

Critical accounting estimates

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the association's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in note 3.

Comparative figures

Certain comparative figures have been reclassified to conform to the financial statements presentation adopted for the current year.

Revenue recognition

The association recognises revenue as follows:

Revenue from contracts with customers

Revenue is recognised at an amount that reflects the consideration to which the association is expected to be entitled in exchange for transferring goods or services to a customer. For each contract with a customer, the association: identifies the contract with a customer; identifies the performance obligations in the contract; determines the transaction price which takes into account estimates of variable consideration and the time value of money; allocates the transaction price to the separate performance obligations on the basis of the relative stand-alone selling price of each distinct good or service to be delivered; and recognises revenue when or as each performance obligation is satisfied in a manner that depicts the transfer to the customer of the goods or services promised.

Variable consideration within the transaction price, if any, reflects concessions provided to the customer such as discounts, rebates and refunds, any potential bonuses receivable from the customer and any other contingent events. Such estimates are determined using either the 'expected value' or 'most likely amount' method. The measurement of variable consideration is subject to a constraining principle whereby revenue will only be recognised to the extent that it is highly probable that a significant reversal in the amount of cumulative revenue recognised will not occur. The measurement constraint continues until the uncertainty associated with the variable consideration is subsequently resolved. Amounts received that are subject to the constraining principle are initially recognised as deferred revenue in the form of a separate refund liability.

Note 2. Significant accounting policies (continued)

Sale of goods

Revenue from the sale of goods is recognised at the point in time when the customer obtains control of the goods, which is generally at the time of delivery.

Rendering of services

Revenue from a contract to provide services is recognised over time as the services are rendered based on either a fixed price or an hourly rate.

Grants, donations and other funding

When the association receives grants, donations or other funding, it assesses whether the contract is enforceable and has sufficiently specific performance obligations in accordance to AASB 15.

When both these conditions are satisfied, the association:

- identifies each performance obligation relating to the grant/donation/other funding;
- recognises a contract liability for its obligations under the agreement; and
- recognises revenue as it satisfies its performance obligations.

Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract. Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

Where the contract is not enforceable or does not have sufficiently specific performance obligations, the association:

- recognises the asset received in accordance with the recognition requirements of other applicable Accounting Standards (for example AASB 9, AASB 16, AASB 116 and AASB 138);
- recognises related amounts (being lease liability, financial instruments, provisions, revenue or contract liability arising from a contract with a customer); and
- recognises income immediately in profit or loss as the difference between the initial carrying amount of the asset and the related amount.

If a contract liability is recognised as a related amount above, the association recognises income in profit or loss when or as it satisfies its obligations under the contract.

Centre hire and rental income

Income from subletting and short term hiring of the business premises is recognised in the month to which the payment relates. Deposits and payments received in advance are recorded as contract liabilities until the month in which the service is provided.

Membership fees

Revenue from membership fees is recognised on a straight line basis over the period of the membership.

Course and program fees

Booking to attend courses and programs are brought to account on payment of the relevant fees and initially treated as contract liabilities. Course and program fees are brought to account as revenue in the month in which they are held.

Other revenue

Other revenue is recognised when it is received or when the right to receive payment is established.

Income tax

As the association is registered as a charity with the Australian Charities and Not for Profits Commission, it is exempt from paying income tax.

Current and non-current classification

Assets and liabilities are presented in the statement of financial position based on current and non-current classification.

Note 2. Significant accounting policies (continued)

An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the association's normal operating cycle; it is held primarily for the purpose of trading; it is expected to be realised within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is classified as current when: it is either expected to be settled in the association's normal operating cycle; it is held primarily for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

Cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Trade and other receivables

Trade receivables are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method, less any allowance for expected credit losses. Trade receivables are generally due for settlement within 30 days.

The association has applied the simplified approach to measuring expected credit losses, which uses a lifetime expected loss allowance. To measure the expected credit losses, trade receivables have been grouped based on days overdue.

Trade and other payables

These amounts represent liabilities for goods and services provided to the association prior to the end of the financial year and which are unpaid. Due to their short-term nature they are measured at amortised cost and are not discounted. The amounts are unsecured and are usually paid within 30 days of recognition.

Contract liabilities

Contract liabilities represent the association's obligation to transfer goods or services to a customer and are recognised when a customer pays consideration, or when the association recognises a receivable to reflect its unconditional right to consideration (whichever is earlier) before the association has transferred the goods or services to the customer.

Leases

Lease payments, for short term and low value operating leases, where substantially all of the risks and benefits remain with the lessor, and charges as expenses on a straight-line basis over the life of the lease term.

Employee benefits

Short-term employee benefits

Liabilities for wages and salaries, annual leave, long service leave and accumulating sick leave expected to be settled wholly within 12 months of the reporting date are measured at the amounts expected to be paid when the liabilities are settled. Non-accumulating sick leave is expensed to profit or loss when incurred.

Other long-term employee benefits

The liability for annual leave and long service leave not expected to be settled within 12 months of the reporting date are measured at the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

Defined contribution superannuation expense

Contributions to defined contribution superannuation plans are expensed in the period in which they are incurred.

Note 2. Significant accounting policies (continued)

Goods and Services Tax ('GST') and other similar taxes

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the tax authority. In this case it is recognised as part of the cost of the acquisition of the asset or as part of the expense.

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 tax authority is included in other receivables or other 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 tax authority, are presented as operating cash flows.

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to, the tax authority.

New Accounting Standards and Interpretations not yet mandatory or early adopted

Australian Accounting Standards and Interpretations that have recently been issued or amended but are not yet mandatory, have not been early adopted by the association for the annual reporting period ended 31 December 2021. The association's assessment of the impact of these new or amended Accounting Standards and Interpretations, most relevant to the association, are set out below.

AASB 2020-2 Amendments to Australian Accounting Standards - Removal of Special Purpose Financial Statements for Certain For-Profit Private Sector Entities and AASB 1060 General Purpose Financial Statements - Simplified Disclosures for For-Profit and Not-for-Profit Tier 2 Entities

These standards are applicable to annual reporting periods beginning on or after 1 July 2021. AASB 2020-2 will prohibit certain for-profit entities from preparing special purpose financial statements and AASB 1060 provides a new Tier 2 reporting framework with simplified disclosures that are based on the requirements of IFRS for SMEs. Given that the association will be moving to general purpose financial statements in the future, there is likely to be increased disclosure for areas such as key management personnel, related parties, tax and financial instruments; and some disclosures will be removed. If the association adopts the standards prior to the mandatory application date it will be able to take advantage of certain special transitional disclosure relief relating to comparative information in the first year of adoption.

Note 3. Critical accounting judgements, estimates and assumptions

The preparation of the financial statements requires management and committee to make judgements, estimates and assumptions that affect the reported amounts in the financial statements. Management and committee continually evaluate their judgements and estimates in relation to assets, liabilities, contingent liabilities, revenue and expenses. Management and committee bases its judgements, estimates and assumptions on historical experience and on other various factors, including expectations of future events, management and committee believe to be reasonable under the circumstances. The resulting accounting judgements and estimates will seldom equal the related actual results. The judgements, estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities (refer to the respective notes) within the next financial year are discussed below.

Grant income

For many of the grant agreements received, the determination of whether the contract includes sufficiently specific performance obligations was a significant judgement involving discussions with a number of parties at the association, review of the proposal documents prepared during the grant application phase and consideration of terms and conditions

Grants received by the association have been accounted under AASB 15 or AASB 1058 depending on the terms and conditions and decisions made.

If this determination was changed then the revenue recognition pattern would be different from that recognised in the these financial statements.

Provision for estimated electricity charge

The amount of outstanding electricity charges due to invoices not being issued by the supplying authority has been estimated by the committee members. Refer to note 14 : Contingent liabilities

NSW Writers' Centre Inc (Trading as Writing NSW)
Notes to the financial statements
31 December 2021

Note 3. Critical accounting judgements, estimates and assumptions (continued)

Coronavirus (COVID-19) pandemic

Judgement has been exercised in considering the impacts that the Coronavirus (COVID-19) pandemic has had, or may have, on the association based on known information. This consideration extends to the nature of the products and services offered, customers, suppliers and staffing. Other than as addressed in specific notes, there does not currently appear to be either any significant impact upon the financial statements or any significant uncertainties with respect to events or conditions which may impact the association unfavourably as at the reporting date or subsequently as a result of the Coronavirus (COVID-19) pandemic.

Note 4. Revenue

	2021	2020
	\$	\$
<i>Revenue from contracts with customers</i>		
Advertising and sponsorships	2,545	2,158
Centre hire	-	14,124
Course and program fees	291,502	247,853
Festivals and events fees	-	30
Mentorship program fees	27,526	18,532
Membership fees	80,482	92,260
Non-operating grant- Upgrade of equipment	-	14,000
Operating grants - Create NSW	390,000	185,000
Operating grants - Other	81,086	92,000
Rental income	35,215	39,645
	<u>908,356</u>	<u>705,602</u>
<i>Other revenue</i>		
Donations income	1,675	10,100
COVID-19 government assistance	27,900	251,970
Other revenue	1,180	2,852
	<u>30,755</u>	<u>264,922</u>
Revenue	<u><u>939,111</u></u>	<u><u>970,524</u></u>

Disaggregation of revenue

Total revenue include the following revenue from government sources:

	2021	2020
Commonwealth government		
Australia Council for the Arts	33,336	71,000
Department of Industry, Innovation and Science	-	14,000
ATO	27,900	251,970
	<u>61,236</u>	<u>336,970</u>
State government		
Create NSW	<u>390,000</u>	<u>185,000</u>
Local government		
Inner West Council	<u>21,000</u>	<u>21,000</u>
	<u><u>472,236</u></u>	<u><u>542,970</u></u>

NSW Writers' Centre Inc (Trading as Writing NSW)
Notes to the financial statements
31 December 2021

Note 5. Expenses

Surplus before income tax includes the following specific expenses:

	2021	2020
Lease rental expense	6,316	8,014
Superannuation contribution	38,644	35,162

Note 6. Current assets - cash and cash equivalents

	2021	2020
	\$	\$
Cash on hand	200	200
Cash at bank	1,006,546	568,706
Cash on deposit	458,129	356,129
	<u>1,464,875</u>	<u>925,035</u>

Note 7. Current assets - trade and other receivables

	2021	2020
	\$	\$
Trade receivables	5,484	54,346
Less: Allowance for expected credit losses	(1,000)	(1,000)
	<u>4,484</u>	<u>53,346</u>

Note 8. Current liabilities - trade and other payables

	2021	2020
	\$	\$
Trade payables	5,165	3,673
Sundry payables and accrued expenses	39,768	63,839
Superannuation payable	(1,391)	5,584
Refunds	16,202	18,736
BAS payable	26,908	18,911
	<u>86,652</u>	<u>110,743</u>

Note 9. Current liabilities - contract liabilities

	2021	2020
	\$	\$
Grants and funding	549,149	218,370
Membership	38,848	38,020
Mentorship	21,915	19,803
Workshops and other programs	35,730	39,984
Rent	8,250	8,669
	<u>653,892</u>	<u>324,846</u>

Contract liabilities included the following government funding not yet recognised as revenue:

NSW Writers' Centre Inc (Trading as Writing NSW)
Notes to the financial statements
31 December 2021

Note 9. Current liabilities - contract liabilities (continued)

	2021	2020
Commonwealth government		
Australia Council for the Arts	113,034	146,370
Department of Infrastructure, Transport, Regional Development and Communications	<u>222,000</u>	<u>-</u>
	<u>335,034</u>	<u>146,370</u>
State government		
Create NSW	<u>168,000</u>	<u>-</u>
Local government		
Inner West Council	<u>-</u>	<u>21,000</u>
	<u><u>503,034</u></u>	<u><u>167,370</u></u>

Note 10. Current liabilities - employee benefits

	2021 \$	2020 \$
Annual leave	70,870	61,511
Long service leave	14,895	13,575
Personal leave	<u>30,000</u>	<u>30,000</u>
	<u><u>115,765</u></u>	<u><u>105,086</u></u>

Note 11. Current liabilities - other

	2021 \$	2020 \$
Gift vouchers	1,970	2,580
Deposits and bonds received	6,140	6,880
DGR Donations	<u>19,437</u>	<u>20,947</u>
	<u><u>27,547</u></u>	<u><u>30,407</u></u>

Note 12. Non-current liabilities - employee benefits

	2021 \$	2020 \$
Long service leave	<u>10,833</u>	<u>10,005</u>

Note 13. Key management personnel disclosures

Compensation

The aggregate compensation made to key management personnel of the association is set out below:

	2021 \$	2020 \$
Aggregate compensation	<u><u>287,641</u></u>	<u><u>243,600</u></u>

NSW Writers' Centre Inc (Trading as Writing NSW)
Notes to the financial statements
31 December 2021

Note 14. Contingent liabilities

The association has not received an electricity or gas account for a number of years and is not aware of who is currently supplying and paying the cost of its supply. The association has accrued an amount of \$20,000 for these expenses, however until the supplier or funding body seeks recovery of the expense it is unable to determine the eventual cost, if any, for these supplies.

Note 15. Commitments

Operating Leases

Subsequent to the expiry of its lease, the association occupies Garry Owen House on a quarterly basis with a rental of \$1,994 (2020: \$1,994) per quarter.

Note 16. Related party transactions

Key management personnel

Disclosures relating to key management personnel are set out in note 13.

Transactions with related parties

During the year the association paid committee members the standard commercial fees for delivering tutoring, judging, course development, writer mentoring services and presenting Diversity and Inclusion training to Writing NSW staff. The aggregate of these payments was \$12,537 (2020: \$12,677) with individual payments ranging from \$125 to \$2,273 (2020: \$160 to \$8,350).

All committee members are financial members of the association who have paid membership fees to the association during the year.

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

Note 17. Coronavirus (COVID 19) Pandemic

COVID-19 pandemic was declared in March 2020. The effects of the pandemic continued during the 2021 year. Due to the pandemic restrictions were placed on meeting and movement of people. Due to the pandemic the association had to cancel or reschedule several scheduled programs and courses and conduct most courses online. The association adopted to the challenges faced by the pandemic by adopting more online methods and platforms to conduct its meetings and activities, including the biennial Boundless Festival.

Note 18. Events after the reporting period

No matter or circumstance has arisen since 31 December 2021 that has significantly affected, or may significantly affect the association's operations, the results of those operations, or the association's state of affairs in future financial years.

NSW Writers' Centre Inc (Trading as Writing NSW)
Committee members' declaration
31 December 2021

In the committee members' opinion:

- the attached financial statements and notes comply with the Australian Accounting Standards - Reduced Disclosure Requirements, the Australian Charities and Not-for-profits Commission Act 2012, New South Wales legislation of the Associations Incorporation Act 2009, the Australian Charities and Not-for-profits Commission Regulation 2013 and the Associations Incorporation Regulation 2016;
- the attached financial statements and notes give a true and fair view of the association's financial position as at 31 December 2021 and of its performance for the financial year ended on that date; and
- there are reasonable grounds to believe that the association will be able to pay its debts as and when they become due and payable.

Signed in accordance with a resolution of committee members made pursuant to subsection 60.15(2) of the Australian Charities and Not-for-profits Commission Regulation 2013.

On behalf of the committee members



Jane Pochon
Chair



Eliza Twaddell
Treasurer

2 May 2022

NSW Writers' Centre Inc (Trading as Writing NSW)

ABN: 55 552 981 839

Independent Audit Report to the members of NSW Writers' Centre Inc (Trading as Writing NSW)

Opinion

We have audited the accompanying financial report of NSW Writers' Centre Inc (Trading as Writing NSW) (the Association), which comprises the statement of financial position as at 31 December 2021, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the committee members' declaration.

In our opinion, the accompanying financial report of the Association is in accordance with the *Associations Incorporation Act 2009* and Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- giving a true and fair view of the Association's financial position as at 31 December 2021 and of its financial performance for the year then ended; and
- complying with *Australian Accounting Standards – Reduced Disclosure Requirements*, and the Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013* and *Associations Incorporation Regulation 2016*.

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.

Responsibilities of Committee Members for the Financial Report

The committee members of the Association are responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Australian Accounting Standards – Reduced Disclosure Requirements*, the *Associations Incorporation Act 2009*, the *Australian Charities and Not-for-profits Commission Act 2012* and for such internal control as the committee members determine necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee members are responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee members either intend to liquidate the Association or to cease operations, or have no realistic alternative but to do so.

The committee members are responsible for overseeing the Association's financial reporting process.

NSW Writers' Centre Inc (Trading as Writing NSW)

ABN: 55 552 981 839

Independent Audit Report to the members of NSW Writers' Centre Inc (Trading as Writing NSW)

Auditor's Responsibilities 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 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 the financial report.

A further description of our responsibilities for the audit of the financial report is located in the auditing and Assurance Standards Board website at: <http://www.auasb.gov.au/Home.aspx>. This description forms part of our auditor's report.

Rupaninga Dharmasiri
Partner

LBW & Partners
Chartered Accountants
Level 3, 845 Pacific Highway
CHATSWOOD NSW 2067

Date : 2022