



Annual Report

2018 – 2019

INCREDIBLE EDIBLE BROOME

Broome Community House
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Broome, WA 6725

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VISION

We envision a vibrant Broome food community where people are empowered to access, produce and celebrate local food through culturally diverse and shared experiences.

VALUES

Inclusive – the activities of the organization are cross cultural, family friendly and intergenerational

Grassroots – we are volunteer-led, responsive to community and outcomes driven

Environmentally considerate – we seek to minimise the impact of our activities on the local and global environment

Financially sustainable – we strive to ensure that we are solvent and can generate sufficient income to deliver core business

Action oriented – we believe that ‘actions speak louder than words’ and also that ‘many hands make light work’

Creative – we deliver creative and innovative activities/events/solutions which support the aspirations of community

OBJECTIVES

Community engagement and participation through activities and events

Sharing knowledge

Building community capacity

Enabling and creating edible spaces

Fostering community partnerships

Increasing community access to affordable and local food

ASSOCIATION INFORMATION

Incorporated Name: Incredible Edible Broome Incorporated

Incorporation Date: 26.06.2015

Incorporation Number: A1019110K

Registered Business Name: Incredible Edible Broome Incorporated

Registration Date: 26.06.2015

Trading Name: Incredible Edible Broome

Acronym: IEB

ACCOUNTABILITIES

Western Australian Department of Mines Industry, Regulation and Commerce (formerly the Department of Commerce)

- Incorporation
- Financial Reporting
- Fundraising License

Australian Charities and Not for Profit Commission

- Registration as a Not-For-Profit

Shire of Broome

- Events
- Food Hygiene

ASSOCIATION MEMBERSHIP

During this financial year Committee conducted a review of the Association's Membership structure and made a number of significant changes. Instead of all Memberships falling due on the 1st of July each year, we now process memberships annually, using the date the Member originally signed up as the renewal date. Memberships for Members who do not sign up and pay within two months of their renewal date are now considered to have lapsed and these Members are to be removed from the list.

Prior to the change on 01/07/2019 Membership types/fees/benefits were:

- Seed (single person) \$15
- Pod (couple/family) \$25
- Full Bloom (single/couple/family) \$50 – free trailer hire & discounted entry into Broome Harvest

All IEB Members were added to our mailing list and were eligible for a 10% discount at McCorry Brown Earthmoving.

Following the change Membership types/fees/benefits are now:

- Standard (Single) \$10
- Standard (Couple/Household) \$20
- Resource (Single) \$60 – access to the hydraulic tipper trailer and tool resources

All IEB Members will be added to our mailing list, they will also receive a discounted entry to Broome Harvest and remain eligible for a 10% discount at McCorry Brown Earthmoving.

Total number of Members for this reporting period (01/07/2018 – 30/06/2019):

- Seed: 15
- Pod: 4
- Full Bloom: 10
- SUBTOTAL: 29

Current number of Members (01/07/2019 – 30/11/2019):

- Standard (Single): 16
- Standard (Couple/Household): 4
- Resource (Single): 8
- SUBTOTAL: 28

TOTAL number of Members across both Membership structures was: 57

CURRENT MANAGEMENT COMMITTEE MEMBERS

Role:	Name:	Start Date:	Term:	End Date:	Status at AGM:
Chairperson	Ayesha Moss	15/09/2018	1 year (no maximum)	01/12/2019	Re-Nominating
Secretary	Melania Cleland	15/09/2018	1 year (no maximum)	01/12/2019	Retiring
Treasurer	Jenni Lowe	15/09/2018	1 year (no maximum)	01/12/2019	Retiring
Member	Sam Bayley	15/09/2018	1 year (no maximum)	01/12/2019	Re-Nominating
Member	Monique Ellis	15/09/2018	1 year (no maximum)	01/12/2019	Re-Nominating
Member	Jill Pagnocolo	15/09/2018	1 year (no maximum)	01/12/2019	Re-Nominating

Member	Michelle Pyke	15/09/2018	1 year (no maximum)	01/12/2019	Retiring
Member	Tania Parkinson	15/09/2018	1 year (no maximum)	01/12/2019	Re-Nominating
Member	Vacant	15/09/2018	N/A	N/A	N/A

MANAGEMENT COMMITTEE OBJECTIVES

Throughout 2018 – 2019 the Management Committee focused on a range of objectives including;

- Delivery of core business: projects, events and activities
- Developing new partnerships and projects
- Improving governance structures and processes
- Review membership structure to increase the uptake of financial membership of the Association
- Ensuring financial sustainability
- Increasing participation of members and non-members in the activities of the Association
- Attracting members onto the Management Committee
- Website design and Social Media management

ACTIVITIES OF THE ASSOCIATION

KEY ACHIEVEMENTS

- Additional community gardens established at Kimberley Way and Broome CIRCLE verge gardens
- Updated the Rules/Constitution
- Successful delivery of Broome Harvest for the fourth year in a row
- Reduced membership fees and simplified fee structure
- Monthly shares aligning with Broome Food Co-op and The Salvagery
- Financials in order
- Website development

PROJECTS

2018 – 2019 saw the delivery of a range of core (ongoing) projects including;

- Communication (Social Media Posts, Member Correspondence and Radio Interviews)
- Broome North Community Garden
- Wicked Wicking Bed & Edible Lanes Project
- Seed Exchange
- Doco/Film Nights
- Garden Bike Tours
- Website Development
- Edible Broome Map

In addition a series of exciting new partnerships and projects were also initiated;

- Edible Verge conversion and Community Garden at Broome CIRCLE
- Partnership with Agunya on the Kimberley Way Project
- Partnership with Shire of Broome on their Composting Pilot Project
- Partnership with PCYC on the development of their Community Garden and Community Market
- Partnership with Kimberley Transitions and Environs Kimberley to host a Doco Night
- Partnership with Broome Food Co-op to increase exposure and participation
- Partnership with The Salvagery to increase exposure and participation

Some of the projects on the Committee's radar, but were unable to be progressed during the year were;

- Food Trail
- Shire of Broome Composting Pilot
- 'Local dish of the day' blackboards for food businesses

EVENTS

In addition to our regular projects the Committee keep busy delivering a range of engaging events. This year's calendar was no exception.

Month	Edible CIRCLE Fresh Food Share This event is held on the first Saturday of every month at Broome CIRCLE.	Other Events
July 2018	Cooking demo: cooking with greens	21 st : Working Bee and Intro to Community Composting Workshop at BNCG 28 th : Bicycle Garden Tour in Broome North
August 2018	Sharing abundance, excess and recipes	18 th : Working Bee and Fertilising and Organic Pest Treatment Workshop at BNCG
September 2018	Mealworm farming workshop	3 rd : Broome Harvest 15 th : Working Bee and Wicking Bed Workshop at BNCG 15 th : AGM
October 2018	Waste Not Want Not	6 th : Working Bee and Preparing Garden Beds for the Wet Season Workshop at BNCG
November 2018	How to process cashews and seed saving	17 th : Working Bee and Green Mulch Workshop at BNCG
December 2018	Mango madness: recipes and cookup	7 th China Town Christmas Markets. 9 th Movie screening: A New Economy (in partnership with Nulungu, Transitions Kimberley and Environs Kimberley) 15 th : Working Bee and End of Year Celebration at BNCG
January 2019	None	Weekly Working Bees at BNCG (4-6 Wednesdays) and CIRCLE Verge Garden (4-6 Thursdays)
February 2019	Welcome to a new year and verge garden tour	Weekly Working Bees at BNCG (4-6 Wednesdays) and CIRCLE Verge Garden (4-6 Thursdays)
March 2019	Meet, greet, share and chat - intro to Broome Food Coop	Weekly Working Bees at BNCG (4-6 Wednesdays) and CIRCLE Verge Garden (4-6 Thursdays)
April 2019	Native plants talk and seed share	Weekly Working Bees at BNCG (4-6 Wednesdays) and CIRCLE Verge Garden (4-6 Thursdays)
May 2019	Greens from my garden - 3 less common greens that grow well over the wet season and beyond	Weekly Working Bees at BNCG (4-6 Wednesdays) and CIRCLE Verge Garden (4-6 Thursdays) 19 th : Retic workshop at BNCG Filming at BNCG for "Our Town" series
June 2019	A vegan perspective	Weekly Working Bees at BNCG (4-6 Wednesdays) and CIRCLE Verge Garden (4-6 Thursdays) 10 th : Sun Pictures screening of 2040 with drinks and discussion afterwards

EVENTS (CONTINUED)

- Broome Harvest – This annual event is held at Matsos’s Broome Brewery as part of the Shinju Matsuri Festival. It is an opportunity to showcase the variety of fresh produce and artisan made products from Broome and surrounding communities. In addition, it is an opportunity for local growers, producers and suppliers to meet with hospitality industry professionals.

Some of the events that continue to be on the Committee’s radar, but were unable to be progressed as hoped during the year were;

- Shinju Fringe Event
- Broome Gardening Co-op Perma Blitz

PARTNERSHIPS

Incredible Edible Broome is fortunate to collaborate with a diverse range of partners, including;

- Broome CIRCLE
- Broome Community Recovery Centre
- Roebuck Bay Working Group
- LandCorp
- Environs Kimberley
- Mc Corry Brown Landscape Supplies
- Shire of Broome
- Shinju Matsuri
- Matso's Broome Brewery
- Agungya
- PCYC
- Fresh Peddlers
- Broome Food Co-op
- The Salvagery
- Nulungu Research Institute and Kimberley Transitions at Notre Dame University
- Wonderbags
- Yeeda Free Range Meats
- Shamrock Gardens

CHAIRPERSON'S REPORT

Reflecting is definitely easier with social media to look back through. It's always busy for us, being a volunteer-run group, we squeeze extra time out of our days to give to community projects. Our social media content is a reflection of fantastic commitment, passion and interest from our committee, members and the wider community. One of this year's highlights has been the active development of community gardens thanks to the addition of Tania Parkinson and Aled Hoggett to the Incredible Edible Broome team. These two have been instrumental in developing Broome CIRCLE's Verge Garden, overseeing the management of the Broome North Community Garden and developing an edible gardening project with Agunya at the Kimberley Way site near the Market. We're grateful to have them on board. I can't mention Aled and Tania without mentioning Jill. Jill is at the community gardens every week and is featured monthly on Goolari Radio with Sandy Dann. Thanks for being the voice of IEB Jill.

We've continued with our monthly Fresh Food Shares, a project run through donated space from Broome CIRCLE and the interest from people to share their produce, skills and knowledge. Other projects that continued were our tipper trailer hire, seed exchange, management of Broome North Community Garden, Annual Broome Harvest event and movie screenings. We completed the Wicked Wicking Bed Project funded through the Shire to install wicking beds throughout Johnny Chi Lane and started a few new projects such as the community verge garden outside of Broome CIRCLE, regular working bees at both the Verge Garden and Broome North Community Garden. We've made new friends with PCYC and Fresh Peddlers who have started their own community garden on Demco Drive.

Sadly we are saying farewell to one of our longest standing Committee Members, Jenni Lowe. Jenni had the vision to get IEB started all those years ago, inspired by the Incredible Edible Todmorden TED talk. Jenni has been an invaluable member from day one; dreaming big while keeping us all in line. Jenni has moved away from Broome and we will be forever grateful for her drive in getting us to where we are today, providing attention to detail and developing good governance and financial processes. We are also saying goodbye to Michelle Pyke who was with us for the past year. Michelle's energy, thoughtfulness and fresh ideas were a welcome addition to our Committee. I hope Michelle will consider joining us again in the future. Melania is stepping down as Secretary and I'd like to say a big thank you to her for support on all our projects, in finding time, and in the detailed eye and vision she has for creating better events.

A big thank you to all the people who helped make our projects and our major event, Broome Harvest, possible each year: Matsos Broome Brewery, Yeeda Free Range Meats, Shamrock Gardens and Xylem Horticulture, all of whom donate generously to us. We couldn't run this event otherwise. In addition, there are all the cooks, backyard garden donations and on the scene helpers, who come together to make the event possible. I'd also like to thank all the guest speakers at our Shares over the year: Phil Docherty, Nataly Nitesky, Karen Stewart, Astrid Gerrits. Thanks also to our hosts, Broome CIRCLE and partners, Broome Food Coop.

Finally, we'd like to thank Laszlo Bartucz and Melinda Grosz from Cold Blue Business Consulting who have very generously donated our website, being launched at the AGM. Thank you for giving us a vibrant, classy and informative platform to showcase the Association. You are very talented and we are truly grateful.

Looking forward is always exciting, with partnerships, the evolution of new projects and old and new inspirations to keep us motivated. But this moment right now is a grounding point and an important time to reflect on our achievements and celebrate what we've done. Well done and thank you.

Ayesha Moss
Chairperson

TREASURER'S REPORT

Following the significant changes to the Financial Management procedures made during the previous Financial Year, by comparison the 2018 – 2019 Financial Year was one of consolidation.

Whilst the Association did not actively seek to increase either its grant or untied income outside of its 'core business' earnings, we remain solvent and in a position to continue our activities throughout the 2019 – 2020 Financial Year.

In late 2018 we were successful in attracting a qualified volunteer Book Keeper, Sue Fraser to provide additional oversight into the Financial Management of the Association. Prior to my move to Albany Sue assisted me to complete the monthly reconciliations in Xero and also to maintain adequate hard copy systems for receipts and payments. I would like to take the opportunity to thank Sue for her time and invaluable input.

As for last year, the challenge for the 2018 – 2019 Financial Year will be to generate sufficient untied income to cover future costs, whilst building our reserves to a modest level.

The following dot points are a summary of details relevant to the finances of the Association and are provided in addition to the Accounts of Committee, which are otherwise comprised of the Statement of Financial Performance (Balance Sheet) and the Statement of Financial Position (Profit and Loss).

Association Income received in the 2018 - 2019 period was drawn from the following sources:

- Membership Fees
- Management Fees
- Tipper Trailer Fees
- Sale of Merchandise
- Sales of Tickets to fundraising events
- Donations

Grant Agreements received in this period:

- None

Fee Schedule for 2018 – 2019:

- Membership Fees
 - Seed (single person) \$15
 - Pod (couple/family) \$25
 - Full Bloom (single/couple/family) \$50

As noted above Membership Fees were changed to;

- Standard (Single) \$10
- Standard (Couple/Household) \$20
- Resource (Single) \$60 – access to the hydraulic tipper trailer and tool resources
- Resource (Couple/Household) \$70
- Fee-for-Service: Negotiated dependent on project
- Admin Fee: 5% of project value (dependent on grant guidelines)
- Management Fee: 10% of project value (dependent on grant guidelines)
- Trailer Hire: \$10 half day and \$20 full day (for Members who are not Full Bloom)

Proposed Fee Schedule for 2019 – 2020:

- Membership Fees
 - Standard (Single) \$10
 - Standard (Couple/Household) \$20
 - Resource (Single) \$60 – access to the hydraulic tipper trailer and tool resources
 - Resource (Couple/Household) \$70
- Fee-for-Service: Negotiated dependent on project
- Admin Fee: 5% of project value (dependent on grant guidelines)
- Management Fee: 10% of project value (dependent on grant guidelines)
- Trailer Hire: No longer as included in Resource Membership

TREASURER'S REPORT (CONTINUED)

Bank Accounts:

- Community Solutions (Association Funds – Operational)
- Community Solutions Cash Reserve (Grant Funds – Operational)
- Community Solutions (Grant Funds – Operational)

Accounting Package:

- Commissioned Xero on a monthly subscription basis

Standard Chart of Accounts:

- Up to date and uploaded into Xero

Association Budget:

- 2018 – 2019 Association Budget ratified by Management Committee in November 2018
- 2019 – 2020 Association Budget yet to be completed

Grant/Project Budgets:

- 2018 – 2019 Grant Budgets ratified by Management Committee in November 2018
- 2019 – 2020 Grant Budgets yet to be completed

Contracts:

- LandCorp Warranyjarri (Broome North) Community Garden Contract (end date 30/09/2019)

Leases:

- None

Assets valued at (\$1,000 - \$4,999):

- Tool trailer

Assets valued at (>\$5,000 - \$9,999):

- Tipper trailer

Assets valued at (>\$10,000):

- None

Asset Depreciation:

- The depreciation of the Tool Trailer Tipper Trailer and

Payment at Point of Sale Facility:

- Consideration still needs to be given to the purchase of a mobile payment application in order to process payments (such as membership fees) at point of sale

Insurance:

- Motor Vehicle Insurance
- Volunteer Insurance
- Association Liability Insurance

Financial Management Procedure:

- Reviewed by Committee but pending revision and ratification

TREASURER'S REPORT (CONTINUED)

Ordinary Resolutions to be put to Members at the AGM:

- The Treasurer moves that it be noted that the Management Committee has not sought to appoint an Auditor due to the low turnover of the Association
- The Treasurer moves that the Association takes steps to ensure that it generates untied income of at least \$8,000 to cover anticipated costs such as;
 - trailer registration/maintenance/repairs and insurance
 - association/property/volunteer insurance
 - website and
 - bookkeeping expenses
- In addition to this new income the Treasurer moves that the Association seeks to retain in its reserve a minimum of \$8,000 by the end of 2019 - 2020 financial year, in order to ensure its ongoing solvency
- The Treasurer moves that the Association seeks to appoint an Accountant/Bookkeeper to review and format the Accounts of Committee for the 2018 – 2019 Financial Year
- The Treasurer moves that the Accounts of the Committee, as presented in this Annual Report are approved by Committee

ACCOUNTS OF THE COMMITTEE

What follows are the Accounts of Committee, as prepared by Treasurer, Jenni Lowe.

THE ASSOCIATION

Statement of Financial Position (Balance Sheet) 2018 – 219 Financial Year.

At the end of the Financial Year the Association has \$ of untied funds held in equity, which is a healthy result given the Association did not seek to generate additional untied income this year.

Please note that this figure is not 100% available for savings/use by the Association, as it needs to be reduced by the value of the depreciation remaining on the tipper and tool trailers. The value of the depreciation is \$1,814.85.

Balance Sheet

Incredible Edible Broome As at 30 June 2019

	30 Jun 2019	30 Jun 2018
Assets		
Bank		
IEB Assoc Operational	15,311	12,527
IEB Assoc Reserve	1,229	1,226
Total Bank	16,540	13,753
Current Assets		
Accrued Grant/Revenue	-	8,745
Petty Cash	100	100
Total Current Assets	100	8,845
Fixed Assets		
Accumm Dep. Trailer	(5,700)	(5,700)
Trailer	9,205	9,205
Total Fixed Assets	3,505	3,505
Total Assets	20,145	26,103
Net Assets	20,145	26,103
Equity		
Current Year Earnings	(5,957)	1,166
Retained Earnings	26,103	24,937
Total Equity	20,145	26,103

THE ASSOCIATION

Statement of Financial Performance (Profit & Loss) 2018 – 2019 Financial Year.

Profit and Loss

Incredible Edible Broome For the 12 months ended 30 June 2019

	Jun-19	Jun-18	Total
Income			
Fee - Equipment Hire	50	85	135
Fee - Management	3,333	5,000	8,333
Fee - Membership	1,160	1,680	2,840
Fundraising - Contributions	83	22	106
Fundraising - Gifts	-	40	40
Grants (Other) - Non-R	-	13,118	13,118
Interest - Received	20	18	38
Other Income	93	-	93
Sale of Assets	-	500	500
Sale of Goods	30	458	488
Sale of Tickets	2,240	2,461	4,701
Total Income	7,009	23,381	30,391
Gross Profit	7,009	23,381	30,391
Less Operating Expenses			
Advertising & Promotion Expenses	-	25	25
Depreciation	-	1,946	1,946
Equipment <\$1000	130	-	130
Fees - Financial Management	1,089	-	1,089
Fees - Memberships & Subscriptions	53	18	70
Fundraising Expenses - Catering	144	361	505
Fundraising Expenses - Entertainment	-	300	300
Fundraising Expenses - Other	55	-	55
Insurance - Directors	-	1,150	1,150
Insurance - Motor Vehicle	1,090	-	1,090
Insurance - Public Liability	2,930	-	2,930
Insurance - Volunteers	830	-	830
Meeting Expenses - Catering	40	125	164
Meeting Expenses - Other	156	-	156
Motor Vehicle Expenses	540	438	978
Postage & Freight Expenses	58	107	165
Project Expenses - Catering	-	73	73
Project Expenses - Consumables	1,142	415	1,557
Project Expenses - Entertainment	-	99	99
Project Expenses - Equipment	600	5,352	5,952
Project Expenses - Materials	678	2,202	2,880
Project Expenses - Other	3,333	8,180	11,513
Repairs & Maintenance	-	1,114	1,114
Stationery Expenses	-	162	162
Telephone & Internet Expenses	100	151	251
Total Operating Expenses	12,967	22,216	35,182
Net Profit	(5,957)	1,166	(4,792)

BROOME NORTH COMMUNITY GARDEN

Statement of Financial Position (Balance Sheet) 2018 – 2019 Financial Year.

Total project funding of \$26,400 was provided to the Association by LandCorp in 2017 for the building, programming and maintenance of a Community Garden in Broome North. Of this amount the Association has, to date attracted a Fee-for Service of \$10,000.

Funds remaining at the end of Financial Year 2019: \$9,046. These funds will be carried over for use in the 2019 – 2020 Financial Year.

IEB's contract with LandCorp ended on 30/09/2019, however negotiations are underway to roll unspent funds forward.

Balance Sheet

Incredible Edible Broome Broome North Community Garden As at 30 June 2019

	30 Jun 2019	30 Jun 2018
Assets		
Bank		
IEB Assoc Operational	19,046	11,521
Total Bank	19,046	11,521
Current Assets		
Accrued Grant/Revenue	-	8,745
Total Current Assets	-	8,745
Total Assets	19,046	20,266
Liabilities		
Current Liabilities		
Tracking Transfers	10,000	6,667
Total Current Liabilities	10,000	6,667
Total Liabilities	10,000	6,667
Net Assets	9,046	13,599
Equity		
Current Year Earnings	(4,553)	4,759
Retained Earnings	13,599	8,840
Total Equity	9,046	13,599

BROOME NORTH COMMUNITY GARDEN

Statement of Financial Performance (Profit & Loss) 2018 – 2019 Financial Year.

Profit and Loss

Incredible Edible Broome Broome North Community Garden For the 12 months ended 30 June 2019

	Jun-19	Jun-18	Total
Income			
Grants (Other) - Non-R	-	13,118	13,118
Other Income	93	-	93
Total Income	93	13,118	13,210
Gross Profit	93	13,118	13,210
Less Operating Expenses			
Project Expenses - Catering	-	73	73
Project Expenses - Consumables	706	36	742
Project Expenses - Equipment	-	177	177
Project Expenses - Materials	606	354	960
Project Expenses - Other	3,333	7,718	11,051
Total Operating Expenses	4,646	8,359	13,004
Net Profit	(4,553)	4,759	206

WICKED WICKING BEDS PROJECT

Statement of Financial Position (Balance Sheet) 2018 – 2019 Financial Year.

A total of \$4,500 was provided by the Shire of Broome China Town Revitalisation Strategy for the commissioning of 15 mobile wicking beds, planted with edibles and located in Johnny Chi Lane.

The \$742 remaining at the end of Financial Year 2018 was carried over for use in the 2018 – 2019 Financial Year.

These funds were expended in full by building two more wicking beds, planting them out and refreshing plants in the other beds. The Association has continued to invest its own funds in order to ensure the sustainability of this project.

Balance Sheet

Incredible Edible Broome SoB Wicked Wicking Beds As at 30 June 2019

	30 Jun 2019	30 Jun 2018
Assets		
Bank		
IEB Assoc Operational	(295)	742
Total Bank	(295)	742
Total Assets	(295)	742
Net Assets	(295)	742
Equity		
Current Year Earnings	(1,037)	(3,758)
Retained Earnings	742	4,500
Total Equity	(295)	742

WICKED WICKING BEDS PROJECT

Statement of Financial Performance (Profit & Loss) 2018 – 2019 Financial Year.

Profit and Loss

Incredible Edible Broome SoB Wicked Wicking Beds For the 12 months ended 30 June 2019

	Jun-19	Jun-18	Total
Gross Profit	-	-	-
Less Operating Expenses			
Project Expenses - Consumables	365	-	365
Project Expenses - Equipment	600	2,700	3,300
Project Expenses - Materials	72	608	680
Project Expenses - Other	-	450	450
Total Operating Expenses	1,037	3,758	4,795
Net Profit	(1,037)	(3,758)	(4,795)