



**QUEENSLAND
WRITERS
CENTRE**

2015

A N N U A L
R E P O R T

QUEENSLAND WRITERS CENTRE

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QWC PROFILE

VISION

Queensland Writers Centre wants more Queensland and Australian writers to have sustainable careers and to be valued and enjoyed throughout the world.

MISSION

Our mission is to support the practice and development of writers, to advance their recognition and opportunities nationally and internationally, and to nourish a vibrant culture of writing, reading and creating in Queensland.

VALUES

Diversity: We believe in making diverse voices and stories heard and celebrated

Accessibility: We are committed to making our programs and services accessible

Collaboration: We work collaboratively – sharing our knowledge and expertise, being open to new ideas and contributing to and supporting our partners, stakeholders and the cultural sector.

Queensland Writers Centre (QWC) was founded in 1990 with the aim of nurturing Queensland literature and building a community of writers. QWC was established as a membership organisation and became incorporated by association in 2000. The organisation has grown significantly in its 25 years of operation, incorporating two additional business units and brands:

- In 2000, QWC acquired the rights for The Australian Writer's Marketplace (AWM), a comprehensive resource listing publishers, agents, opportunities and industry services for Australian authors. AWM effectively expanded QWC's reach to a national customer base and created a new revenue stream. In 2005, AWM Online was launched, offering a web-based subscription version of the print publication. This enabled the development of the Online Learning Centre (OLC), hosted as part of AWM's digital platform. The OLC is a digital program channel providing access to a range of online courses, seminars and downloadable resources.
- In 2010, QWC launched if:book Australia (The Institute for the Future of the Book in Australia), which is dedicated to exploring digital futures for reading, writing and publishing. if:book Australia is part of an international network with The Institute for the Future of the Book in New York and if:book London.

Alongside this, QWC has continued to grow and develop its core program and service offer to members and a broader audience. Regional membership of QWC has grown and now makes up 40% of our membership base, and with this regional engagement is now a key priority. Partnerships with regional writers groups, festivals, local councils, libraries and community organisations support the delivery of programs across Queensland. This has been further strengthened by the establishment of a Regional Writers Reference Group as a sub-committee of the QWC Management Committee in 2013.

CHAIR'S REPORT

In 2015, Queensland Writers Centre (QWC) celebrated its 25th anniversary. This significant milestone has given us a chance to look back and reflect on how much has changed in the sector over that time, and also to celebrate what has remained constant – the incredible community of Queensland writers and the wonderful diversity and talent that this community embodies.

QWC's vision – that more Queensland and Australian writers have sustainable careers and are valued and enjoyed throughout the world – continues to be realised through our programs and services, which in 2015 saw our members and program participants achieve over 800 professional writing and publishing milestones, from finishing a project, being shortlisted in a competition, self-publishing a work, selling an article, winning a prize or grant to signing a book deal.

To further our commitment to support writers from diverse backgrounds, the QWC Fellowships and Access fund was established in 2015 through support from our members, staff, management committee and the wider literary community. The funds raised by our supporters enabled QWC to receive matched funding through Creative Partnerships Australia's Plus 1 program, creating the seed funding for an ongoing program supporting Queensland writers to access professional development opportunities.

The Queensland Script House program, presented in partnership with Screen Queensland and Screen Australia, continued in 2015, delivering a suite of masterclasses, courses and networking opportunities in Brisbane, the Gold Coast and Cairns and attracting over 400 participants. The success of this program is in no small part due to the generosity of the many industry professionals who contributed their time and expertise to the program.

The national Hachette Australia Manuscript Development Program continues to be a flagship program for QWC, attracting over 150 applications from around Australia in 2015. I would like to thank Hachette Australia for their ongoing support of this initiative and for their sponsorship of the equally popular Year of the Novel online delivered through the Online Learning Centre.

The Australian Writers Marketplace ran the biennial writers conference, GenreCon, from 30 October to 1 November at the State Library of Queensland. Over 160 Australian writers came together for three days of workshops, discussion panels, pitching and networking. Thanks go out to our sponsors for the conference, Penguin Australia and Pantera Press, venue partner State Library of Queensland as well the 2015 special guests: Mary Robinette Kowal (USA), Angela Savage, Marianne de Pierres, Kaaron Warren, Kylie Scott, C.S. Pacat, and Sulari Gentill. The conference again proved to be both an exceptional professional development opportunity for genre writers and a joyous celebration of genre writing in all forms.

As part of our commitment to supporting our regional members and their communities, QWC continues to convene the Regional Writers Reference Group, a sub-committee of the Management Committee. Many thanks to committee members Jock McQueenie and Kim Wilkins (Management Committee representatives), Sandy Curtis (Bundaberg), Mary McDougall (Mackay), Trisha Fielding (Townsville), Carol Libke (Cairns), Samantha Schraag (Mount Isa), Heather Garside (Emerald area) and Jarryd Luke (Townsville) for contributing their time, expertise and local knowledge to ensuring that QWC remains connected and relevant across the state.

I would like to thank my dedicated colleagues on the QWC Management Committee who have shared the responsibility of providing governance and strategic oversight to this wonderful organisation: Julie Barnett (Vice-Chair), Ian Walters (Secretary), Leanne Dodd (Treasurer), Alex Adsett, Mark Fallu, Kathleen Jennings, Jock McQueenie, Heather McWhinnie, Ellen van Neerven and Jo-Ann Sparrow. The Committee was delighted to present the 2015 Johnno Award to Suzy Wilson, who has served the reading and writing community of Australia for many years as owner of Riverbend Books and founder of the Indigenous Literary Foundation.

I acknowledge the hard work of Aimee Lindorff who acted in the role of CEO during the early part of 2015 and the dedication of the entire QWC staff over this time.

The generous support of our government partners and funding bodies enables QWC to continue to grow and develop our programs and services. Sincere thanks to Arts Queensland for their ongoing financial support and commitment to the writing sector through advice and consultation, and the Australia Council for the Arts for their support of if:book Australia, ensuring that our work in exploring and sharing writing and publishing futures continues to be recognised at the local, national and international levels. I also acknowledge our ongoing strategic partnership with the State Library of Queensland, providing wonderful office and venue spaces and opportunities for collaboration through the excellent Reading, Writing and Ideas unit.

In closing I would like to advise that I will no longer be serving on the QWC Management Committee. The membership of QWC provided me with the opportunity to serve for 11 years on the Management Committee, three of which I served as Secretary and five as Chair. It has been an honour, both being considered by members as suitable to be elected to the Committee, and for the privilege to have worked with QWC staff, successive Management Committees and more especially, members themselves over the years to assist with the advancement of literature, writing and writers in Queensland. For me personally, being able to serve the members of QWC has been a highlight, and I thank each and every one of you for your support and the opportunity to have served in these roles. I wish QWC and its members all the best for the future.

Kevin Gillespie

Chair

CEO'S REPORT

At Queensland Writers Centre we believe that stories are important. They speak to who we are as individuals, communities and as a nation. The ability to tell a story is powerful; it allows us to record history and imagine the future and it connects us with others.

2015 saw this commitment to storytelling continue and grow as programs such as Queensland Script House introduced a range of new courses, masterclasses and seminars for those writing for our screens.

Over the year we delivered 240 workshops, seminars and events across Queensland towns including Bundaberg, Cairns, Charters Towers, Emerald, Gladstone, Gold Coast, Goondiwindi, Gympie, Hervey Bay, Ipswich, Longreach, Mackay, Mount Isa, Rockhampton, Scenic Rim, Sunshine Coast, Toowoomba and Townsville.

Over 90 of these events were presented in partnership with other organisations. These partnerships are fundamental to ensuring the ongoing viability and vibrancy of our program.

In new initiatives, a partnership with the Scenic Rim Regional Council enabled us to work with a group of writers based in Beaudesert and the surrounding areas to develop the publication *War Stories and Our Town: An Anthology from the Scenic Rim*. We were also proud to collaborate with BookLinks to present the inaugural Lecture in Children's Literature, a sell-out event at the State Library of Queensland in June.

The industry and entrepreneurship of Queensland authors was once again highlighted in the fourth edition of the *Books from Our Backyard* catalogue, which featured over 280 titles across all genres and categories – the largest listing to date.

2015 was also a significant year for *if:book Australia*, with two *if:book* projects touring internationally. The print edition of the 24-Hour Book project *Willow Patterns* was featured as part of the 'New Text' exhibition at the International Symposium of Electronic Art in Vancouver. *Memory Makes Us* featured at the Decatur Book Festival (the largest independent book festival in the USA), attracting a large audience and significant local media interest.

It is impossible to imagine undertaking even a small part of what we do without the generosity of our many partners and sponsors. To the libraries and councils who provide venues, equipment and promotional support, the industry bodies who provide specialist content and expertise, the

universities who share research, and to the festivals and writers groups who collaborate to ensure our communities have access to great writers and writing – I cannot thank you enough.

Likewise, I gratefully acknowledge the continued support of our major funding partners, the Queensland Government through Arts Queensland, and the Australia Council for the Arts. In what was a somewhat turbulent year in the national arts funding landscape, I have been particularly thankful for the investment of time, advice and expertise that the staff of Arts Queensland and the Australia Council have provided throughout the year.

We are also extremely fortunate to have a clever and committed Management Committee, who give generously of their time and expertise to ensure that QWC continues to flourish. I would particularly like to acknowledge the work of Kevin Gillespie, who has served on the committee for eleven years, and for the past five of these as Chair. Kevin has been a champion and advocate for QWC over this time and we are incredibly grateful for his contribution.

Likewise, each and every member of staff contributes an extraordinary depth of talent, passion and commitment to what we do. As a new member of the team, it is with gratitude that I acknowledge the exceptional work of staff, interns and volunteers throughout the year.

It has been a privilege to join QWC in its twenty-fifth anniversary year and to have the opportunity to be a part of the incredible network of writers and storytellers from across the state and beyond. I thank each and every one of our members for their ongoing support and involvement in our programs, services and the writing community as a whole. It is you who have allowed QWC to grow and flourish over the past twenty-five years, and it is you who ensure that the next twenty-five years will be as exciting and inspiring as the last.

Katie Woods

CEO

TREASURER'S REPORT

I am pleased to present QWC's Financial Report for the year ended 31 December 2015 on behalf of the Management Committee.

The Balance Sheet reported total assets of \$576,043, and total liabilities of \$380,338, with total net assets equating to \$195,705. The Income Statement for the year reported total revenue of \$1,075,815, which was 18.9% higher than the previous year.

Revenue was made up of earned revenue of \$422,724, grants of \$642,444, and investment income of \$10,647. Earned revenue has increased from 38.9% of total revenue in 2014, to 39.3% of total revenue in 2015, which is one of the financial goals set for the organisation in its strategic plan.

Total expenses of \$1,093,276 represented an increase on the previous year of 18.6%, which was held slightly below revenue growth.

In 2015, QWC employed a part-time staff member to design and implement a philanthropy strategy to meet its goals in the strategic plan to increase financial capacity and sustainability in view of the decreasing government funding landscape.

This proved extremely successful, however the deficit borne for the 2015 year of \$17,461 was mainly a result of the accounting treatment of funds raised through philanthropy during the 2015 year. It was planned that funds raised would offset the staff member's salary, however, an amount of \$13,793 collected in 2015 was categorised as unearned revenue under accounting standards as the related projects will run into 2016. The deficit will be offset by this amount in the 2016 year when the income is recognised, and further benefits of this strategy are realised.

Importantly, we have built a viable business strategy to maintain the financial sustainability of the organisation and maintained strong cash reserves of \$195,705.

The Management Committee remains committed to ensuring the financial health and long term stability of QWC and I once again thank my fellow committee members and the dedicated staff for their support and outstanding achievements during 2015.

Leanne Dodd
Treasurer

FINANCIAL STATEMENT

QUEENSLAND WRITERS CENTRE ASSOCIATION INCORPORATED INCOME STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2015

	2015 \$	2014 \$
Revenue	1,075,815	904,827
Less:		
Administration costs	(215,860)	(231,515)
Depreciation costs	(17,622)	(17,262)
Marketing & Promotion	(27,599)	(35,253)
Programs & Projects	(310,551)	(203,024)
Salaries & Wages	(521,644)	(452,728)
Total Expenses	(1,093,276)	(921,782)
Profit/(Loss) before Income Tax	(17,461)	(16,955)
Income Tax Expense	-	-
Profit/(Loss) after Income Tax	(17,461)	(16,955)
RETAINED PROFITS AT THE BEGINNING OF THE FINANCIAL YEAR	213,166	230,121
RETAINED PROFITS AT THE END OF THE FINANCIAL YEAR	195,705	213,166

BALANCE SHEET AS AT 31 DECEMBER 2015

	NOTE	2015 \$	2014 \$
CURRENT ASSETS			
Cash Assets	2	338,592	371,895
Receivables	3	205,401	11,252
Prepayments		10,784	14,857
TOTAL CURRENT ASSETS		554,777	398,004
NON-CURRENT ASSETS			
Fixed Assets	4	13,766	24,710
Intangibles		7,500	7,500
TOTAL NON-CURRENT ASSETS		21,266	32,210
TOTAL ASSETS		576,043	430,214
CURRENT LIABILITIES			
Payables	5	91,432	67,029
Other liabilities	6	288,906	150,019
TOTAL CURRENT LIABILITIES		380,338	217,048
TOTAL LIABILITIES		380,338	217,048
NET ASSETS		195,705	213,166
EQUITY			
Retained Earnings		195,705	213,166
TOTAL EQUITY		195,705	213,166

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2015**

NOTE 1 – STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act 1981 (Qld). The committee has determined that the association is not a reporting entity.

The financial report has been prepared in accordance with the requirements of the Associations Incorporation Act 1981 (Qld) and the following Australian Accounting Standards:

AASB 1031 Materiality
AASB 110 Events after Balance Sheet Date

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

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values, or except where specifically stated, current valuations of non-current assets.

The following material accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

(a) Fixed Assets

The depreciable amount of all fixed assets are depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use. Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

(b) Revenue

Revenue from the sale of goods and provision of service are recognised upon the delivery of goods to customers.
Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

(c) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

	2015 \$	2014 \$
Revenue		
Grants Expended, Australia Council	61,426	61,000
Grants Expended, Arts Queensland	351,253	390,281
Other Grants Earned	204,220	72,113
AWM Income	49,228	35,052
Sponsorship	25,545	15,000
Interest Income	10,647	13,722
Membership	102,887	109,799
Other Income	52,747	22,641
Sales – Miscellaneous	10,802	12,907
Workshops/Professional Development Fee	207,060	172,312
	1,075,815	904,827

NOTE 2 – CASH ASSETS

Cash on Hand	982	396
Cash at Bank	337,610	371,499
	338,592	371,895

NOTE 3 – TRADE AND OTHER RECEIVABLES

Trade Debtors	205,401	10,812
Other Debtors	-	440
GST Receivable	-	-
	205,401	11,252

NOTE 4 – FIXED ASSETS

Office Furniture & Equipment	27,937	27,937
Less : Accumulated Depreciation	(27,728)	(25,771)
	209	2,166
Computer Equipment	35,497	28,819
Less: Accumulated Depreciated	(28,940)	(27,275)
	6,557	1,544
AWM Website Development	35,000	35,000
Less: Accumulated Depreciated	(28,000)	(14,000)
	7,000	21,000
	13,766	24,710

	\$	\$
NOTE 5 – PAYABLES		
Trade Creditors	13,205	4,528
Provision for Annual Leave	35,405	38,996
PAYG Payable	7,845	10,917
Super Payable	10,722	7,322
GST Payable	24,255	5,266
	91,432	67,029
NOTE 6 – OTHER LIABILITIES		
Prepaid Membership/Workshops/Seminars	29,990	35,182
Loan – Website Development	10,946	23,243
Grants received in advance	247,970	91,594
	288,906	150,019

**DETAILED PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2014**

	2015 \$	2014 \$
INCOME		
Grants expended, Australia Council Annual Operational Funding	61,426	61,000
	61,426	61,000
Grants expended, Arts Queensland Annual Operational Funding	351,253	390,281
	351,253	390,281
Other Grants expended Project – Script House	26,400	16,815
QLD Mentorships	49,200	-
Other Project Grants	128,620	55,298
	204,220	72,113
Earned Income AWM Income	49,228	35,052
Sponsorship	25,545	15,000
Donations	13,326	712
General Income	39,421	21,929
Membership	102,887	109,799
Sales – Miscellaneous	10,802	12,907
Workshops/Entry Fees	207,060	172,312
	448,269	367,711
Other Income Interest Received	10,647	13,722
TOTAL INCOME	1,075,815	904,827
	2015 \$	2014 \$
EXPENDITURE		
Auditor's Remuneration	3,300	3,300
Bank Charges	8,705	8,827
Catering	45,050	7,641
Communications	16,269	19,383
Consultancy Fees	192,334	156,306
Contract Work	22,265	30,525
Depreciation	17,622	17,262
Equipment Hire	5,647	2,380
Insurance	4,747	4,941
Legal & Professional Costs	5,288	-
Merchandise & Retail	1,389	913
Newsletter (AWM) Expenses	59,642	63,526
Office consumables	39,163	32,217
Professional Development	1,501	4,409
Promotion & Marketing	14,517	12,768
Rent	38,750	35,300
Staff Amenities	872	674
Sundry Expenses	1,603	1,946
Superannuation Contributions	44,103	37,034
Travelling & Accommodation Expenses	77,347	42,322
Wages	477,542	415,694
Web/internet Costs	13,081	22,485
Worker's Compensation Insurance	2,539	1,929
TOTAL EXPENDITURE	1,093,276	921,782
Profit/(Loss) from ordinary activities before income tax	(17,461)	(16,955)
Income tax expense	-	-
Profit/(Loss) from ordinary activities after income tax	(17,461)	(16,955)

2015 2014

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF QUEENSLAND WRITERS CENTRE ASSOCIATION INCORPORATED

REPORT ON THE FINANCIAL REPORT

I have audited the accompanying financial report, being a special purpose financial report of the Queensland Writers Centre Association Incorporated, which comprises the Balance Sheet as at 31 December 2015, and the Income Statement, a Statement of Significant Accounting Policies, other explanatory notes and the Statement by Members of the Committee.

Committee's Responsibility for the Financial Report

The members of the committee of the association are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are consistent with the requirements of the Associations Incorporation Act 1981 (Qld) and are appropriate to meet the needs of the members. The committee's responsibilities also include establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on my audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. I conducted my audit in accordance with Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies

used and the reasonableness of accounting estimates made by the members of the committee, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members and the committee for the purpose of fulfilling the requirements of financial reporting under the Associations Incorporation Act 1981 (Qld). I disclaim any assumption of responsibility for any reliance on this report or on the financial report which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Independence

In conducting my audit, I have complied with the independence requirements of the Australian professional accounting bodies.

Auditor's Opinion

As is common for organisations of this type, it is not practicable for Queensland Writers Centre Association Incorporated to maintain an effective system of internal control over income until its initial entry in the accounting records. Accordingly, my audit in relation to income was limited to amounts recorded.

Qualified Auditor's Opinion

In my opinion, except for the effects of such adjustments, if any, as might have been determined to be necessary had I been able to satisfy myself as to the income, the financial report presents fairly, in all material respects, the financial position of Queensland Writers Centre Association Incorporated as of 31 December 2015 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.

Ian W. Young
Chartered Accountant

Dated this 12th day of February 2016

