

2024 ANNUAL REPORT

Torbay Lifestyles & Care Limited

(ABN 33 010 200 567)

Torbay Constructions Pty Ltd

(ABN 14 160 517 528)

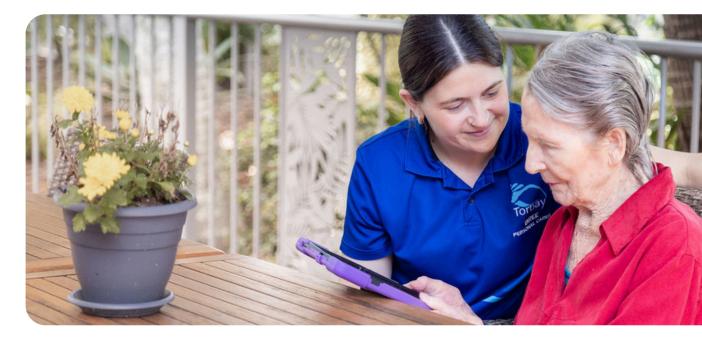
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Torbay Lifestyles & Care

born from community generosity

Our connection with the Hervey Bay community began in 1938, Charles Inman handed the deeds of Point Vernon property to his son Cecil Inman that was gifted to Red Cross providing accommodation for elderly ladies.



By 1974, the Inman Home was operating at a loss for Red Cross and subsequently closed with only 2 lady residents finding alternative accommodation in the district.

In response to growing concerns, Don McBain and his wife Valerie, both volunteers at the Inman Home, convened a meeting with local residents to explore alternative options. They concluded that Hervey Bay needed a permanent home for seniors, one that would provide secure accommodation and cater to their ongoing needs. This commitment and vision continue to guide the organisation today.

Following this meeting, local pensioner Mr. Walter Burton generously donated 10 acres of land next to his home on Exeter Street in Torquay. This land is now the site of Torbay Lifestyles & Care.

The Hervey Bay community was heavily involved in the development of the first aged care accommodation in Hervey Bay. Funds were raised via raffles and donations. The first nursing home units were built in 1977 with further development continuing up to 2005. Villas were also built to accommodate independent retirees. The official opening of the Torbay Retirement Village was on 6th August 1977.

Torbay Lifestyles and Care has been part of the Hervey Bay community for almost 50 years. The not-for-profit, community led home is where care & lifestyle meet that allows our residents to live their best life....every day.

Whether you're enjoying our vibrant social events, taking part in wellness activities, or simply relaxing in the beauty of your own home, we've created a space where you belong.

At Torbay, it's all about living life your way – surrounded by care, friendship, and peace of mind.

Torbay Lifestyles and Care – By Community, For Community

Meet our Board of Directors



Mick Kruger

President and Chairman of the Board Board member since 2012, President since 2021, member of Finance and Review Committee and Project Management Group.

Mick is an active community member, working with and for the Hervey Bay community for more than 30 years, which among other things including the Mayor of the Fraser Coast Regional Council for four years.

Mick has a strong background in administration and finance and is also a member of several other local community organisations.



Selwyn Brindley

Board members since 2007, Vice President since 2022, member of Finance and Review Committee and Project Management Group.

Selwyn has a broad academic career as a lecturer and consultant in mathematics, engineering, statistics, and applied science in Canada and Australia.

Selwyn brings strong board leadership and governance skills holding several other board roles across a range of organisations locally and internationally.



Dr Norman Edwards

Board member since 2019, member of the Finance and Review Committee and Governance and Risk Committee.

Norman brings an impressive 55 years of extensive clinical experience as a General Practitioner to the Board. After moving to Hervey Bay 15 years ago, he devoted a decade to serving the local community, including numerous residents of Torbay. He is a former Member of the Australia Repatriation Review Board, with particular medical interests in Geriatrics, Aviation Medicine, Underwater Medicine, and Medical Acupuncture.

In his younger days, Norman was a dedicated athlete and a passionate bridge club player. Now enjoying retirement for the past five years, he delights in spending time with his nine children, 32 grandchildren, and 15 great-grandchildren, while also pursuing his interests in sports, languages, classical music, and current and international affairs.



Judith Perry

Board member since 2021, Chair of the Governance and Risk Committee.

Jude has a Diploma of Applied Science and has had extensive experience in clinical and educational laboratories. Initially Jude worked in the clinical testing and medical research field in Brisbane for 10years then as a Science Operations Officer in Qld Education, Hervey Bay for over 25 years. Jude has held responsibility for risk management, legislative compliance and reporting, budget preparation, delivery of staff training and procedural documentation.

Having a strong interest in other cultures and with formal qualifications, Jude volunteered as a tutor and teacher in the Adult Migrant English Program at Wide Bay TAFE, in rural China, and in a refuge settlement program.

Jude, a Hervey Bay resident of over 35 years, is passionate about maintaining Torbay's long-standing reputation in the community for providing compassionate quality care and services to our residents.

Meet our Board of Directors



Board member since 2023, member of the Finance and Review Committee, member of the Project Management Group

Allen's now retired has worked in both the banking industry and not for profit sector in executive roles and brings extensive experience in banking finance and marketing to the Board.

Allen has been involved for many years in all aspects of public speaking/meeting procedures and chairman processes specialising in sports administration.

A former keen sportsman, Allen now is restricted to being an avid watcher. He loves spending any spare time he has with his family and also assisting the elderly in our community navigating the aged care system in securing the various services available.



Michael Steeth

Board member since 2023, Chair of the Finance and Review Committee, member of the Governance and Risk Committee.

Michael has been a professional Financial Accountant for over 40 years and held several senior management positions in the public, not for profit, and private sectors including in Health and Aged Care.

Michael also brings to the Board significant experience in Information Technology and is also a Fellow of CPA Australia, a qualified company secretary with CSA and CSA UK as well as an Associate member of the Governance Institute of Australia.

Michael has been in Hervey Bay for over four years and volunteers his time sharing his vast skills and knowledge to organisations across the local community.





Board member since 2024, member of the Governance and Risk Committee.

Alex is a passionate clinical and corporate governance leader with almost 10 years' experience as an independent NFP director specialising in the aged care, youth services, and community services sectors. Alex is passionate about the delivery of high-quality care to the aging population of Australians and about building robust governance structures in the organisations that deliver those services to ensure a strong future for the whole sector.

Alex is an anaesthetist practicing in Brisbane, holds formal qualifications in medicine, public health, executive leadership, and is a graduate of the AICD. Alex joined the Torbay Board in July 2024 and is looking forward to continuing the historical legacy of the Torbay group to deliver high quality aged care in the Hervey Bay area.





Board member since 2024, member of the Governance and Risk Committee.

Paul is an accomplished public sector executive with extensive experience across various local and state government roles, complemented by postgraduate qualifications in Science, Business, Technology, and Governance. His expertise encompasses organisational strategy and problem-solving, leading transformational initiatives, pragmatic governance, audit and risk management, the application of technological innovations, and the development of accountable leaders and teams.

As a seasoned Company Director, Paul has spent the past several years collaborating with a diverse array of not-forprofit organisations. For the last three years, Paul has been enjoying life in Hervey Bay, where he has been engaged in multiple projects with the local council. In his leisure time, he is an average tennis player, an aspiring astronomer, and an enthusiastic fisherman.

President's Report



I am honoured to present to you our 2024 annual report on behalf of Torbay Lifestyles and Care Limited. As the President of our community organisation, I am extremely proud of the work we have accomplished in providing compassionate care and support to our older community members.

2024 has brought new faces to our team at Torbay. I would like to extend a warm welcome to several new executive members: Carrie Chappell, our CEO; Julie McDonald, Operations Manager; and most recently, Mick Smith, Hotel Services Manager. We also welcomed Alex Robinson, Paul Fendley, and Mark Kiss as new members to the Board.

New faces often mean saying goodbye, and I would like to extend my heartfelt thanks, particularly to Christine Lilley, who dedicated ten years of service to Torbay. She played a significant role in supporting Torbay as CEO during several challenging years. We also bid farewell to Board member Jill Cameron.

Over the past year, our dedicated team of carers, volunteers, and staff have worked tirelessly to ensure the health, safety, and well-being of our residents. Despite the challenges posed by COVID over the past number of years, we have remained committed to upholding the highest standards of care and service for those who rely on us. As a not-for-profit organisation, financial transparency and accountability are paramount to us. Torbay is not alone in its struggle to maintain a financially viable and sustainable service, with many providers in the sector experiencing financial challenges. I am confident with both the changes we have made in the past six months, and the improvements in funding by the Government, that we will see Torbay in a much stronger financial position in the coming years.

As the governing body of Torbay, the Board has focused on expanding its knowledge of the important governance requirements of an aged care provider, as well as ensuring we are well informed of the new Strengthened Standards expected to commence in July 2025. A number of key changes have also been made to strengthen our work including the expansion of scope for our existing Governance Committee to include all organisational governance and risk, the establishment of the Quality Care Advisory Body which reports directly to the Board and is made up of residents and resident representatives and the commencement of board attendance at resident meetings and other key meetings held by Torbay.

Looking ahead, we are excited about the opportunities that the future holds. We are exploring new ways to enhance our services, improve our facilities, and strengthen our partnerships within the community. Our goal is to be at the forefront of innovative and compassionate care for the Hervey Bay community.







To our dedicated staff and volunteers: Your hard work and compassion are essential to our exceptional care and services. We appreciate your commitment to our mission.



To the families of our residents: Your trust and involvement enrich our community and enhance resident care. Your feedback is vital for our continuous improvement.



To my fellow board members: Your strategic guidance and support have been crucial in achieving our organisation's goals, ensuring high standards of accountability and transparency.

Together, we form a unique and compassionate community that thrives on collaboration, empathy, and shared values. Your individual contributions, whether big or small, have made a lasting impact on our organisation and the lives of those we serve. With heartfelt appreciation,

Mick Kruger OAM

President of the Torbay Lifestyle & Care Ltd Board of Directors

Message from the CEO



I am excited to present the first annual report since taking on the CEO role at Torbay Lifestyle and Care. It has been a busy year with a vast range of changes happening and underway, and I am humbled by the opportunity to lead such an incredible team.

Throughout the past year, there have been several key achievements, which I wanted to briefly mention. The first of course is the successful reaccreditation which occurred in May, achieving a further three-year accreditation as a residential aged care provider, with no recommendations for improvements. Our commitment to our residents was further proven by the fantastic results of the annual Resident Experience Survey, increasing our star rating in resident experience to 5 stars. These results are possible only through the leadership, dedication and passion that all our team members have from our carers, lifestyle, hotel services team, construction team, parks and gardens, maintenance, and administration. The financial results for 2023-24 have continued to see significant losses, which have been occurring for a vast number of reasons for several years. Since commencing in January 2024, along with our Operations Manager Julie McDonald, our focus has predominantly been on our financial sustainability. In the first six months, we have completed a number of reviews, supported by external consultants ensuring we are maximising our revenue opportunities, and our workforce is consistent with our requirements and the needs of our residents. These initiatives I believe will have a positive impact on our future financial results and allow Torbay to invest in the refresh of our equipment, furnishings and technology to ensure we continue to maintain the wonderful services and accommodations available to the Torbay residents.

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Looking ahead, we have exciting plans for the future. We will be investing in innovative technology allowing us to work more efficiently, while maintaining the high-quality care and support for residents, as well as refreshing our equipment and furnishings and preparing ourselves for the new Strengthened Standards that are expected to commence from the1 July 2025.

I want to express my sincere gratitude to the residents, families, employees, volunteers and the community for their support and dedication throughout the year. Together, we will continue to navigate the many challenges and changes to aged care, and I am confident that we will achieve even greater success in the years to come.

Carrie Chappell

Chief Executive Officer

Operations Manager Report



The 2023-24 financial year presented ongoing challenges in keeping operating expenditures within the level of revenue received, resulting in an operating loss of \$1.86 million across Torbay's three major divisions: aged care, retirement village, and Torbay Constructions.

This result was offset by a \$4.81 million increase in the value of the organisation's assets, driven by the upkeep and management of the facilities as well as high occupancy levels, providing an overall surplus of \$2.95 million in the Statement of Comprehensive Income.

My focus this first year has been the development of an action plan to address the key challenges and improve the operating result going forward. The plan focuses on increasing government subsidy revenue and optimizing the staffing mix, which is expected to result in significant financial improvement without compromising care requirements. Torbay Constructions continued to navigate the dynamics of the building industry, with 4 out of 5 projects completed during the year producing positive margins, despite the overall challenge. Looking ahead, Torbay Constructions has secured major projects amounting to \$10 million in 2024/25, with a predicted overall result of 6%.

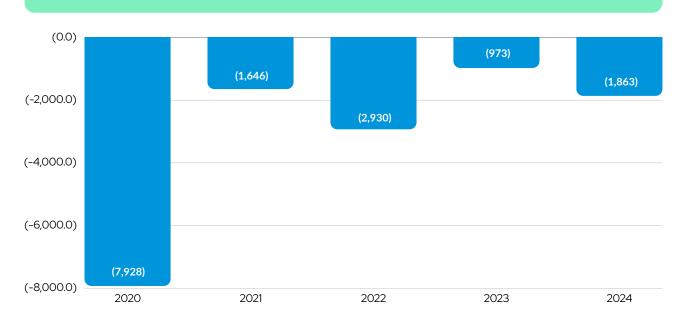
As Torbay moves into the 2024/25 financial year, the new management team is committed to driving continuous improvements in the organisation's financial reporting and compliance systems. This will support enhanced accountability and streamlined operations. The strategic financial planning for the upcoming year aims to navigate all challenges and ensure balanced operating results, with budgets for both operational and capital expenditures evolving to support the implementation of the action plans and achieve significant financial improvement in the years to come.

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Finally, I would like to take this opportunity to thank my team, Jo, Wendy A, Wendy H, and Vanessa for their support since commencing here at Torbay and their continuing commitment for continuous improvement.

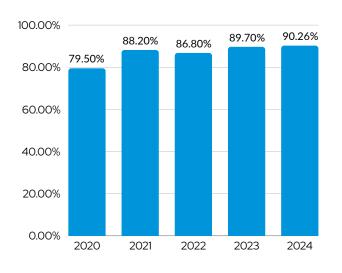


Operating Results



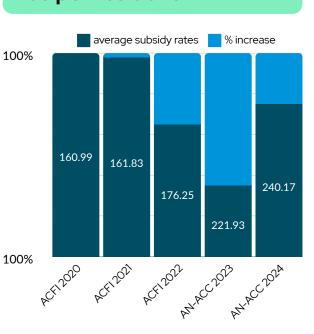


Average daily subsidy fee per resident



Julie McDonald

Operations Manager



Director of Care Report



I'm excited to be a part of the first-ever annual report, and to be able to showcase the many achievements made in the clinical area over the past twelve months.

We were visited by the Aged Care Quality and Safety team, on the 8-10 May 24 and conducted a full 3-year reaccreditation. Three (3) auditors were responsible for assessing all standards and on the 17 June 2024, Torbay received its performance report identifying that all standards were met without recommendation for improvement.

Resident surveys completed by the Aged Care Quality and Safety Commission as well as by Health Generations, as part of the quality indicators has noted a significant improvement in resident experiences across multiple areas care and services.



We've also focused on our approach to education and support for staff, with a focus on upskilling and ensuring a skilled workforce remains in place for our residents to receive the best care possible. This has included the development of a full education calendar, and supporting staff to gain competency in fit testing and additional training improving our infection prevention control. We have also recently been gifted a training mannikin through the generous support and fundraising efforts of the Torbay Village residents which will allow for practical demonstrations and practice in a safe setting.

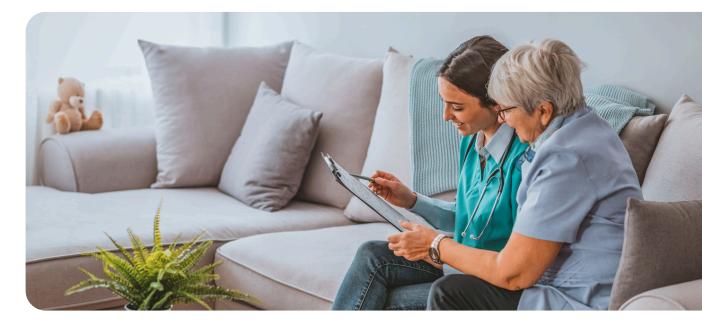
We continue to proactively recruit strong, passionate staff members who are driven to make positive change in the aged care sector, to ensure that we continue to achieve our departmental requirements and care minute targets.

During the next twelve months, we have many more exciting changes coming to the clinical space, that will not only improve the resident experience by moving toward a more homelike model of care but will also support our staff to develop and grow as caregivers and leaders in this space.

As the Director of Care of one of the longest-standing aged care facilities in Hervey Bay, I am truly grateful for the amazing team that I have the opportunity to work with, the residents that we provide care and support for, and the families and volunteers that make Torbay such a great place to be.

Care Minutes

		RN Actual	RN Target	% Achieved	All Actual	All Target	% Achieved
\rightarrow	September 2023	35	38	92%	228	192	119%
\rightarrow	December 2023	42	37	114%	258	184	140%
\rightarrow	March 2024	44	37	119%	234	180	130%
\rightarrow	June 2024	37	37	100%	219	180	122%





Hotel Services Report



Since commencing in August 24, I am not able to provide a recap of the year that has been. I am actively engaged in numerous exciting improvements and changes with my teams. This report is primarily forward-looking, highlighting how we are enhancing residents' daily lives to maintain a high standard of living, while also supporting staff, families, and community members.

Catering Department

The catering team has continued to deliver nutritious, well-balanced meals tailored to the specific dietary needs of our residents. We are launching a new menu come November 24 which will include a whole transformation of our current dining experience including an increase in meal quality, the use of fresh ingredients and a focus on presentation.

Food is such a personal experience for many, and sometimes it can be challenging to met everyone's expectations, preferences and wants. We have recently commenced quality Food Focus Resident meetings as well as residents' surveys to give us an indication of the level of satisfaction across the aged care home.

Monthly cultural days have been a standard affair throughout the year, and we are now expanding these themed days to include, more BBQs, resident recipe days as well as other themed celebrated days.

Cleaning & Laundry Services

Maintaining cleanliness throughout the facility is a top priority for both the comfort and safety of residents, staff, and visitors. In December we will be expanding our services for cleaning out to seven (7) days, will laundry services will increase to six (6) days.

Turnaround time for laundry remains within the 24–48-hour window for personal garments, and 24 hours for bed linen and towels. With the additional labour for laundry, we are improving the workflow for this team, to include delivery of laundry which we hope will reduce the loss of items which has been reported by residents recently.





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Maintenance, Parks and Gardens:

Torbay is blessed to have some wonderful outdoor spaces unlike any other facility in Hervey Bay.The gardening team continues to work each day to maintain the landscaped gardens, courtyards, and walkways, ensuring they are safe and enjoyable.

Recently we have made some improvements to the outdoor area at Daisy Nook, opening and expanding the space, while also removing the pool fencing. We are all looking forward to when we will be able to open this space up for the residents to enjoy.

The maintenance team continues to meet or exceed response times for urgent repairs (e.g., plumbing or electrical issues), with most requests resolved within 24 hours.

Over the next 12 months we will be continuing to invest in equipment that will support our requirements under the new Food and Nutrition standard that will come into effect in July 2025 as well improving our infection control through enhanced cleaning processes as well as the expansion of sensory gardens and more outdoor areas.

I feel very fortunate to have such a committed team ensuring that Torbay Lifestyle & Care remains a welcoming and well-maintained space for residents, their families, staff, and the wider community.





Village Report



As I reflect on this year's accomplishments, I am incredibly proud of what we've achieved as a community at our Retirement Village. It has been a year of hard work, growth, and ongoing dedication to our residents' needs and wellbeing. The success and progress we've seen wouldn't be possible without the combined efforts of our entire team, the trust our residents place in us, and the support of the community.

During the last financial year the Village has turned over 18 homes totalling \$4.7 million (receipted amount). Interestingly enough three (3) of those homes have already been handed back. These were due to residents requiring higher level of care. We have two (2) full time Construction workers on site that carry out these renovations. Long waiting lists for 1, 2 & 3 bedroom homes remain.

We held numerous functions throughout the year in the TC recreation building. Australia Day BBQ, Easter morning tea, Mother's day morning tea, Father's day BBQ, 80's & 90's birthday party, the Spring Ball & various Christmas functions & concerts. Attendance at all of these events was well supported by residents. Andrew our Lifestyle co-ordinator has decreased his hours to 4 days a week & we will be reviewing this in the New Year. The Torbay bus went on three (3) major trips throughout the year. Goomeri Pumpkin Festival, Tin Can Bay and Cooloola Berries. We have now introduced a charge for the bus on these longer trips to help with rising fuel costs. A few large maintenance jobs were carried out in the Village. Torbay Open House (recreation building on the Torbay Villa side) had an extensive renovation including a new roof, flooring, bathroom, kitchen and external façade. We also added scooter parking out the front. This was completed and reopened in August 23. Residents were very happy with the upgrade.

The Tavistock Pool area had a major makeover. The pool was resurfaced, new pavers were laid around the pool & new aluminium fencing replaced the old timber fencing. Two new outdoor tables & chairs were purchased. The exterior of the recreation building was also repainted & the colour changed from brown & teal to grey to modernise. The front of the building also received new signage.

We continue to make improvements at the Village including the continued upgrade of the emergency response units providing greater reliability, increased security cameras around the village and a possible solar system on the recreation buildings to help reduce costs.



Rachel Neck Retirement Village and Sales Manager

Construction Report



Here's a quick snapshot of what we've achieved this past financial year. The 2023-2024 period has been huge for Torbay Constructions, with some of our largest projects to date and plenty of new opportunities.

Major Projects

Fraser Coast Anglican College – Ginn Centre

- Completed in November 2023, the Ginn Centre stands as our biggest project ever.
- Despite the challenges, we delivered a top-quality outcome, and the client was thrilled with the result.



Saint James Lutheran College – Performance Centre

- Finished up in January 2024, this new performance centre is the largest building ever built for the school.
- It's already become a hub for school activities and has been very well-received by staff and students alike.

New Projects

Fraser Coast Anglican College – Kindergarten Expansion

• Building on our success with the Ginn Centre, we won the tender to expand the kindergarten. We're aiming for a December 2024 finish.

Low-Cost Housing Projects

- We're working on two low-cost housing triplexes for Regional Housing Limited (RHL) in Kingaroy and Maryborough.
- We're also in the tendering phase for another project in Kingaroy, with a 10-unit RHL project in Maryborough expected to go to tender in early 2025.



Collaborations with Riverside Christian College

Design & Construct – Amenities Block

• Delivered a low-maintenance, student-friendly amenities block that was very wellreceived by the school.

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Multipurpose Hall Conversion

- We're converting Riverside's Multipurpose Hall into a performing arts facility, with a target completion date of April 2025.
- The college has also shown interest in partnering with us on a major junior school project, which should come up for tender in late 2025.

My focus has been on building strong client relationships, which has resulted in a significant amount of repeat business. I extend my gratitude to our experienced Site Supervisors, Mark Shepherdson and Scott Hanily, who share this client-first focus contributing their extensive experience and expertise to lead our projects.

Thanks also to our trade and labor team who are not only highly skilled and reliable but also adaptable to project needs and changes that often occur. I also look forward to seeing how our promising two apprentices who show real potential grow and expand their knowledge over the coming year.

We are committed to supporting Torbay Lifestyles and Care through various refurbishments, including upgrades to villas and aged care units. Our efforts demonstrate our dedication to improving residential facilities. We take pride in knowing that the hard work we do each day directly contributes to making a positive impact in this remarkable, long-standing community organisation.

Looking ahead, 2024-2025 is shaping up to be a strong year with a full order book, and we're excited to see continued growth in key areas.



Memory Walk and Jog Event

This year, Torbay Lifestyles & Care proudly supported Dementia Action Week by hosting our inaugural "MyWay – Memory Walk & Jog" event, dedicated to raising awareness and funds for Dementia Australia. The event brought together the Hervey Bay region impacted by dementia in a meaningful display of community support. Held on a beautiful spring morning on Sunday, 22nd September, participants gathered at Pier Park, Urangan, to enjoy either a leisurely 2km walk or a more challenging 5km course along the scenic Esplanade. This event catered to all fitness levels and provided an opportunity to reflect on the impact of dementia within our community.

The event was a resounding success almost reaching the goal of \$10,000. Thank you for those community business that supported - Hervey Bay RSL, Fraser Coast Lions, Migallos, Art by Rebecca Jane and the Grey Nomads Mobile Coffee.

With over 420,000 people in Australia living with dementia, it remains the leading cause of death among women and the second leading cause of death overall. Although there is currently no cure, various treatments can help alleviate symptoms, improving the quality of life for those affected.

At Torbay, we witness firsthand the impact of dementia on our residents and their families, underscoring our commitment to supporting initiatives that promote active and fulfilling lives for those living with the condition. Our management team is dedicated to honouring our residents with dementia and to raising crucial funds that will benefit this cause, directly impacting many of our 250+ residents and their loved ones.

Across Australia, approximately 1.5 million people are involved in providing care for those with dementia, highlighting the widespread impact of this condition. In communities like Hervey Bay, the effects are felt deeply, and we remain committed to making a difference through events like the Memory Walk & Jog.





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Thankyou to our Staff



Thank you to our hard working and dedicated team. Without you we simply would not be the Torbay we are today.

Employee Milestones



Michelle Tucker - Personal Care Worker Victoria Pellant - Personal Care Worker Patricia Moore - Personal Care Worker

10 Years

Steve Squires - Personal Care Worker Jospehine Prentice - Kitchen Hand Jessica Bower - Lifestyle and Leisure Assistant Belinda Rowe - Enrolled Nurse

15 Years

Merrieanne Newman - Personal Care Worker Milna Tayhya - Registered Nurse

30 Years

Cathy Judd - Resident Hostess

Thankyou to our Volunteers

Volunteers

Angela Bussey Ellie Filmer Fifi Lau Jenny Smedley Karen Hamilton Nancy Goulston **Ross Jorgensen** Suzanne Hall Barbara Baker **Brian Smith** Carolyn Rawle **Chris Lewis** Dee Hoodcamp **Diane Lambropoulos** Elsie Tutt Janet McFadzen **Karen Phillips** Leanne Speranza Lesley Cole Lorna Parry Meredith Lord **Russell Pool** Sharron Bianchi Theresa Maskell **Peter Scanolon** Peggy Wang Jan Limb

Entertainers only

Beth Grover Clive Bell Bernie Poleman Bruce Tulloch Caroly Tulloch Wayne Pivac Barry Trace Diane O'Keefe Micheal Ingberg Janette Barns



Thankyou to our Supporters

Hervey Bay RSL Fraser Lions Electrosafe GCDE Scarness Plumbing Deanos Window Cleaning Universal (Choices Flooring) Andrew's Air Conditioning

Centra

Pride Aged Living Health Generation HBW-Hervey Bay Wholesalers Wide Bay Air Conditioning Wide Bay Counselling Reward Hospitality Fraser Coast Cleaning supplies

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