

Bikes for Refugees SA Incorporated

Annual report

1 July 2014 - 30 Jun 2015

Including financial statement & Auditors report

Workshop: 111 Franklin Street, Adelaide 5000

Office : c/o 13 Mines Road, Campbelltown, SA 5074

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Mike Brisco – 20 Nov 2015

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Summary

Bikes for Refugees SA Inc continued its main areas of activity

(A) “Bikes for Refugees scheme” - a bike recycling service to provide people on low income – principally asylum seekers and refugees – with secondhand bikes, free ; and new helmets, lights and locks at low cost

(B) “Adelaide Community Bicycle Workshop” – a community enterprise open to the public, where volunteers help people keep their bikes on the road, people can buy parts etc.

During the year, we sourced 497 bikes. We returned 438 to active use, and used the other 59 for parts. Of the 438, 398 were given to people in need, and 40 sold to raise funds.

We also assisted the public with repairs, parts, information on 327 occasions.

Thus during 2014-15, we assisted 600-700 people, with free bikes; repairs, and other forms of help.

From July – Feb, we were in a car park behind Heyhurst Senior Citizens Centre, Long Street, Plympton (courtesy of City of West Torrens). In March, we moved to the Conservation Council of SA’s “Joinery” precinct, at 111 Franklin Street, Adelaide CBD. The Workshop also up graded its internet presence, with a new web site, and a Facebook page.

We rely on volunteers who donate their time and share bike mechanics skills, at no charge. They run the workshop, help the public, fix up bikes, and raise funds. During the year volunteers contributed 1675 hours of unpaid time, (about 0.8 x FTE, or 1 person 4 days per week).

In 2015, we wrote a proposal, to develop and deliver Farsi language training in Australian road rules, and in safe bike riding. State government information is in technical English; many new arrivals find it difficult to understand. The proposal was put to SGIC/MAC, but funding was refused.

In July 2014 we became an Incorporated Body; formally registered as a charity, with the (Federal) Australian Charities and Not-for-Profits Commission; some tax concessions were granted by Australian Taxation Office. SA Govt granted a licence to collect funds and goods for charitable purposes (Lic No CCP2132).

We provided a benefit of \$32,055 of goods and services to the SA community. Expenditure was \$9,699, which includes one-offs of moving to the new site, purchase and fit out of premises. Income was \$15,562. Income was raised mostly from donations, and sale of a small portion of donated bikes and parts, surplus to requirements. [The dollar value estimate assumes \$60 per bike supplied, and \$25 per repair /other assistance.]

Bikes for Refugees scheme – supplying reliable second-hand bikes, free, to people in need.



Some examples of how a free bike can help make a difference in people's lives

**Four young teenage boys travelled unaccompanied from Libya, and now live under SA government care, as refugees & unaccompanied minors. The housekeeper told us the boys had mentioned bikes, could we supply some? We supplied four second-hand bikes (mountain bikes and BMX) and took them to the house. The housekeeper later said, the boys were enjoying riding around, and spent less time indoors. Previously their only recreation was internet or television. One boy became interested in bike maintenance. He spent pocket money on LED lights for his bike, tools, and helps his friends look after their bikes also.*

**A welfare agency is assisting a refugee recently arrived – a single man in his early 20s. Their client lives in Thebarton, and attends English classes in the Rundle Mall TAFE 3 days a week. We supplied free of charge a hybrid bike suitable for short local journeys. The client could save on bus fares. As the bike had a rack, he could shop at Central Market and carry shopping home. The Market has a good range of food that he likes, including fresh fruit and vegetables. Prices are lower than his local supermarket.*

**A refugee from an African country is receiving counselling from STTARS, an organisation that helps survivors of trauma & torture, re-build their lives. STTARS asked if we could provide a bike, to help their client get some exercise, and take his mind off things. The man had been a keen cyclist, but can't afford to buy a bike new, and thinks the second-hand shops will take advantage of him. We supplied a good quality hybrid bike, with locks, lights, and helmet. He can now get exercise in a way he enjoys, and his mental and physical well-being improve.*

**A man from the middle east and his daughter aged 9, live near Brighton, in a HousingSA unit. The man likes to keep fit, but can't afford the local gym. We supplied a good quality adult bike, which he uses to ride to the City for appointments & to meet his daughter after school. He also rides to his volunteer job at a local old people's home, where he has an opportunity to mix with the Australian community, meet people, and practise English.*

**A local school for special needs children, asks for assistance for 2 teenagers. We provided two mountain bikes with low crossbars to make them easy to get on. The school supplies stabilizer wheels. The teenagers were able to use them under supervision at the school, and enjoyed riding around and the experience of being independently mobile.*

**An asylum seeker family recently arrived and are housed in the community. Their case worker inquired about bikes for the children, three boys under 10. We supplied these. The boys learned to ride their bikes on the footpath (the house is in a quiet street) and can play with their neighbours' children, who also like to ride bikes.*

* based on actual instances - names, countries, locations etc changed.



Some of our regular volunteers, checking donations

During the year Bikes for Refugees helped around 400 people, mostly from refugee & asylum seeker communities. Our work involved: sourcing bikes; safety-checking the bikes and repairing if necessary; assessing people's needs and preferences; identifying a suitable bike from stocks on hand; then adjusting it for them and sometimes delivering it. Each bike has an identity number assigned, and a label attached. We document the checking process, and when the bike is ready to hand on, it gets a green "OK" tag. The recipient of the bike is also recorded.

The scheme aims to assist people in need in a friendly way, and without discrimination. Its focus is on refugees and asylum seekers living in Adelaide, though we occasionally help other deserving cases on request (e.g low income, chronic illness, disabled).

During 2014-15, we had enough bicycles donated, to offer help to everyone who asked.

We operate on the basis of a referral from e.g a case worker, teacher, welfare organisation, State government. Mostly, people attend the Workshop on a Saturday morning, to choose a bike, and take delivery of it. A volunteer helps them select one suitable; adjusts it to fit; make sure they are OK riding it; and organises accessories. For those unable to attend, we pick a suitable bike and deliver it to the care organisation, to hand over.

Bike recipients also need locks lights and helmets. We get too few donated items, to meet demand. It can be a challenge, for new arrivals, to find which shop sells these, and to know how to ask for them in English. This barrier, makes the bikes less useful. We therefore keep stocks of new items, low cost models, and on-sell these at cost to clients who ask for them. Basic Australian Standard Helmets \$8 each, were purchased from K-mart or Target. Sets of lights & batteries, \$16; Combination locks, with cable, \$8, were obtained from Clarks Cycles at Kensington Park. On the combination locks, people can set their own combinations, using a number they find easy to remember. Bike theft is a major problem in Adelaide and many new arrivals have lost their bikes. Lights are a legal requirement for night riding. Helmets are a legal requirement at all times.

We also supplied bicycle information, developed two resource sheets on cycling in Adelaide, and had these translated into Farsi, suitable for people from Afghanistan and Iran.

How many bicycles we supplied.

- **497 Bicycles** were sourced , mostly donated by the public
 - **59 bicycles** - too damaged / rusty / old to be worth repairing. We salvaged parts, and sent what remains as scrap metal (12%)
 - **438 bicycles** – we were able to fix up and hand on (88%).
 - **398 bicycles** - given to people in need (80%)
 - **40 bicycles** - sold, to buy parts & fund the scheme (8%)

Who we supply free bikes to.

- **77 bikes – to organisations to hand on to clients** eg Red Cross, STTARS (Survivors of torture and trauma), Baptist Care, Torrens Primary School, Life without Barriers, St Vincent de Paul, Australian Refugee Association, Errington special school, MIFSA, Welcome to Australia, TAFE ESL services
- **26 bikes - to individuals in the community, supporting people in hardship**
- **295 bikes - Directly to people in need**, usually on basis of referral

Adelaide Community Bicycle Workshop

The workshop is the place where “Bikes for Refugees” runs its repair scheme. It is fully equipped, can handle most repairs needed by metal-frame bikes, and has an extensive stock of parts recycled and new. The workshop operates out of two shipping containers. One serves as a store for bikes and recycled parts. The other as a store for tools and with 2 work benches. When the workshop is open, we bring tools & bike stands out into a nearby open space - the car park of an old bus station with a large canopy. After work, tools and stands and bikes can be safely locked away.

The workshop is also open to the public, to service and repair bikes, to buy second-hand bikes and bike parts. People can borrow tools and a stand, to repair their own bikes under our supervision. This helps Adelaide cyclists keep their bikes on the road, provides funds for “Bikes for Refugees” recycling activities, and provides an affordable repair service for the community. The workshop also offers a free repair service, for refugees and asylum seekers.

During 2014-15, volunteers staffed the workshop for hours equal to 1 person, 4 days/ week (0.8 x full time equivalent, 1675 hours).

They assisted with 327 repair tasks, as well as general duties, e.g information, stocking; tidying; obtaining parts by salvage; moving to the new site and fit-out.

The workshop was open to the public 121 days. At Plympton it was open 1 day a week; in the new location, city centre, demand justifies opening 3 or 4 days a week.

To accommodate people on limited income, we don't have a fixed scale of charges. Visitors pay cost of parts, and make a donation towards workshop funds. Amount donated is up to the individual, they can place what they think is fair in our Donations Box.



How Adelaide Community Bicycle Workshop assists people in need.

Decades ago, when more of us cycled to school or work, cyclists maintained their own bikes, or had a family member who knew how. Since then, the community has lost its skills and knowledge. It's still possible to get your bike fixed at a bike shop - but for people on limited means, cost is often a problem. At Adelaide Community Bicycle Workshop, volunteer mechanics provide an affordable repair service, and help people regain the skills of bike repair. This helps people keep their bikes on the road, and helps them get the benefits and enjoyment of cycling.

**Steve is on low income. He bought a 1990s mountain bike at a garage sale for \$20, to get around town and see friends. The bike is structurally sound, but hard to ride and unsafe, as it was not well maintained. Steve does not have the technical knowledge to diagnose the faults, or the tools to fix them. At the Bike Workshop, a volunteer mechanic found that the bike had several problems: loose wheel bearings; rust in the brake mechanism; the brake blocks were not properly installed making the brakes weak. After fixing these, Steve test rode his bike and said the brakes were much better, giving good control over the bike. We showed Steve how to make the brakes harder or softer, according to his liking, by using adjustments on the brake levers. Steve had seen the adjustments before, but didn't know what they were for.*

**Mary's daughter, 5, has a children's bike, but some weeks ago the back tyre went flat. Mary does not have the tools or know how to fix it herself, and cannot afford bike shop fees. A volunteer mechanic disconnected the coaster brake, checked the outer tyre, removed a thorn; we replaced the punctured inner tube with a good one; replaced the wheel and re connected the coaster brake. The girl is enjoying riding her bike again. Children often like to ride their bikes over lawns, and often get punctures.*

**Ahmed had a BMX bike from us 4 weeks ago, but had fallen while attempting a stunt. He was ok, but one of the brake levers, which was part plastic, was broken in two, meaning he could not operate the front brakes. The right hand pedal had also cracked its plastic tread. Shops only sell replacements in pairs, and new parts are expensive. A volunteer mechanic replaced both brake levers with matching metal ones, from our stock of salvaged parts; re-installed the brake cables and tested the brakes. We also removed both plastic pedals and replaced them with metal pedals, salvaged from another BMX. Ahmed test rode the bike, and was happy it was OK.*

* based on actual instances - names, countries, locations etc changed.



Acknowledgments

First, we thank the several hundred people who donated bikes and bike parts during the year – and took time to bring them to the Workshop.

Equal first, we thank our unpaid volunteer mechanics – regulars Steve, Gordon, Greg, Brian, Dale, Ian, Donald, Mohammed, Kianoosh, Patrick, Braydon, for staffing the workshop, for helping fix bikes, and for helping with the move to the City. Steve also worked hard on internet presence, developing a new website and a Facebook page. Dale and Donald also did much to put finances on a sound footing, by establishing a program to sell surplus parts and bikes: the program included swap meets, on-site sales to visitors, and promotions on Gumtree, Ebay and Facebook. Greg contributed much time and expertise, to help get the new workshop running efficiently and expand our capabilities. Mohammed and Kianoosh, our bi-cultural volunteers, specially helped clients from Iran and Afghanisitan, and liaised with those communities. Razia N. translated information sheets on road safety and road rules into Farsi. Other people volunteered from time to time whom I have no space to recorded here – thank you also.

Kevin Clark, (Clarks Cycles, Kensington Park), has been a supporter for many years. We thank Kevin for supply of parts and accessories, advice, and unfailing assistance.

We also thank Honourary Auditor Peter Whiting, for his skilled work to fulfil statutory reporting requirements that are a condition of charitable status.

West Torrens Council provided a workplace car park for part of the year, at no charge, and also hired a shipping container at their own expense, for 8 months. More recently, Conservation Council of SA provided workplace at their “Joinery” site on Franklin Street.

Significant Cash donation: Refugee & Migrant Committee, St Vincent de Paul Society.



Statement of income and expenditure

1 July 2014 to 30 Jun 2015

INCOME

Workshop takings, donations, sales of donated goods		15,154.99
Membership fees		32.00
Work for outside bodies		340.00
Bank Interest		35.49
TOTAL INCOME		15,562.48

EXPENDITURE

Purchase of Shipping container*	1,900.00	
Re location of shipping containers*	613.64	
Fixtures, and fitting out new premises*	670.56	3,184.20
Other workshop expenses and purchases – bike parts, tools, consumables, record keeping, volunteers etc		6,515.65
TOTAL EXPENDITURE		9,699.85

TOTAL INCOME	15,562.48
TOTAL EXPENDITURE	9,699.85
SURPLUS	5,862.63

Amounts do not include GST.

*one-off items – re location of workshop from Plympton to CBD, purchase of 2nd shipping container, fit out, and installation of containers at new site. One container functions as a bike store; the second as our workshop.

Asset Statement 30 June 2015

CASH		2015
Bank SA	23,616.99	
Paypal	617.85	
Cash box 1 –workshop kitty	68.15	
Cash box 2 – swap meet kitty (market stall)	100.00	24,402.99
STOCK, new & unused		
Helmets & Locks scheme	1,762.00	
bike parts (tyres, tubes, cables, sealant)	1,533.00	3,295.00
PLANT AND EQUIPMENT		
Shipping container	1900.00	
Fixtures and fittings	670.56	2,570.56
TOTAL		30,268.55

NOTES

Bank balance, on 1 July 2014: \$17,009.74

Asset valuation: purchase price.

GST: Bikes for Refugees is endorsed by the Taxation Office, for Charity Tax Concession, back dated to July 2013. Amounts shown do not include GST. A refund of GST paid of \$1,083 has been claimed from the ATO

AUDIT REPORT

To: The members of Bikes for Refugees SA Incorporated

Scope

I have conducted an independent audit of the Statement of Income and Expenditure, and the Asset Statement, of Bikes for Refugees SA Incorporated for the year ended 30th June, 2015.

My procedures included examination on a test basis of evidence supporting the amounts in the above financial statements. These procedures were undertaken to form an opinion whether, in all material respects, the financial statements represent fairly the transactions of the Association.

The audit opinion expressed in this report has been formed on the above basis.

Qualification

Workshop takings, donations, sales of donated goods:

It is not practical for Bikes for Refugees SA Incorporated to maintain an effective system of internal control over the collection of workshop takings, donations, and sales of donated goods prior to their entry in the accounting records. Accordingly, the audit in relation to collection of workshop takings, donations, and sales of donated goods was limited to the amounts recorded in the accounting records.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In my opinion, the above financial statements present fairly the transactions of Bikes for Refugees SA Incorporated for the year ended 30th June, 2015.

Peter A Whiting

Peter A Whiting CPA
Auditor
Phone (08) 8556 5757

12 September 2015

