

Mutual Community Report 2008

Project Guide

Use this document to review the reporting questions and prepare for response.

<p>Sustainability Culture</p> <p>Engagement: Consider your mutual's engagement in sustainability and corporate responsibility, and select the option that best fits the level of engagement at the end of the reporting period.</p>
<p>Scope</p> <p>Assets: The dollar value of assets at the end of the reporting period.</p> <p>Membership: Total membership at the end of the reporting period.</p> <p>Full Time Employee Equivalence (FTE):</p> <p>FTE is a way of representing the scope of employment within your organisation. This enables data to be normalised and become comparable in a meaningful way.</p> <p>Example X enterprise used 70 kwh of electricity per FTE last year - whereas Y enterprise used 65 kwh of electricity per FTE. If the two organisations have similar accommodation for employees and run similar operations – Y uses electricity more efficiently.</p> <p>To calculate a meaningful and valid FTE figure, determine the total hours paid for within the last accounting period (including casuals, temp staff). Divide that period by the number of weeks it contains, then divide by 38 hours (to represent one full time week).</p> <p>Consult your payroll section to discuss this data – if it is difficult to extract concentrate on the last payroll run period before the end of the financial year. If data for the whole year is available and is practical to access – this will give a very accurate FTE representation.</p>
<p>Community Investment</p> <p>Describe community development and support activities conducted by your mutual ADI. Your opportunity to descriptively demonstrate community investment activity. Some of these case studies will be reproduced in a public document to illustrate in real terms, the impact that the mutual banking sector has in the daily lives of the communities you serve.</p> <p>Supply articles and case studies to: plambert@cuscal.com.au or attach hardcopy to this survey. Supply one item per email, include MCR08 and your mutual's name in the email title.</p> <p>Characterise the focus of support activity: select options or describe others that apply to your mutual</p> <p>Total Community Investment by your Mutual</p> <p>Community investment is a dollar value amount that was contributed to community support and development activities external to the contributing enterprise's business activity.</p> <p>Commercial sponsorship activities should not be included in this amount since they primarily have immediate/short term commercial objectives. The value of philanthropic activities, donations and sponsorships that primarily have public/community benefits requiring finance and other inputs of the sponsor – should be included in this value.</p> <p>Breakdown into sections of: Value of donations (Cash and In-kind), Paid volunteering, Community project support / delivery, Management costs. Not critical and only if already categorised.</p>