



**1 July 2019 to 30 June 2020
ANNUAL REPORT**

2 HHH FM Limited

Our mission

Our mission is to be the Hornsby Ku-ring-gai's radio station of choice.

Our vision

To be the community radio station that gives a voice to the diverse individuals and organisations that make up the Hornsby and Ku Ring Gai community.

Our History

Triple H 100.1 FM went to air officially in July of 2001 after three very successful test broadcasts that left the community wanting more.

After 19 years of operation 2 HHH FM Limited operating as Triple H FM still remains one of Hornsby and Ku Ring Gai's hidden Gems.

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ABOUT US

Triple H 100.1 FM strives to keep the Hornsby Ku-ring-gai community informed about a variety of issues and topics including:

- Hornsby Ku-ring-gai current affairs, news, and general information about the community.
- Ethnic affairs and minority groups including ethnic language broadcasts.
- Educational programs with special emphasis on local issues and interests.
- Local Australian music.
- Local religious affairs.
- Local tourism news and features.
- Disability interests, issues, and information including programs for the disabled by the disabled.
- Local sporting news and interests, like our live Sunday broadcasts.
- Information and events for local community organisations.
- Local Council services.
- Local health services.
- Local politics.

Our Objectives

The objectives of 2 HHH FM Limited as set out in the Constitution are:

- (a) To operate a Community Radio station in Sydney;
- (b) To promote the interests of the residents of the local Hornsby and districts, throughout the local region, in good radio;
- (c) To conduct courses, with or without examinations and to issue certificates, relating to all aspects of radio;
- (d) To promote, join, affiliate with or enter into working arrangements with any body having objectives not incompatible with those of the Association;
- (e) To have regard to the interests of the environment;
- (f) To have regard for objective and balanced radio programming;
- (g) To provide listeners with a range of programs, and without limiting the generality of this objective;
 - i. To provide advice, assistance and benefits on all aspects of radio;
 - ii. To provide production and training or otherwise;
 - iii. To provide all forms of facilities whether in the nature of education, recreation, entertainment, or otherwise;
 - iv. To conduct business of all kinds including sale or lease of any kind of products and services whether in relation to radio or otherwise and to form or promote any company for any such purpose;
 - v. To publish all forms of publications.
- (h) To provide present and former members, employees of and contractors to the Association and the families of such persons with conditions, facilities, and benefits conducive to good working of the Association, and without limiting the generality of this objective to provide for the welfare of such persons whether by way of grants of money or other aid, superannuation or otherwise;
- (i) To aid and support, whether financially, charities and institutions of public character.

Our License Grant

In deciding whether to allocate a community broadcasting licence that is a broadcasting services bands licence to an applicant or to one of a group of applicants, the ACMA is to have regard to:

- a) the extent to which the proposed service or services would meet the existing and perceived future needs of the community within the licence area of the proposed licence; and
- b) the nature and diversity of the interests of that community; and

- (ba) in the case of a community radio broadcasting licence—the extent to which the proposed service or services would provide material of local significance; and
- c) the nature and diversity of other broadcasting services (including national broadcasting services) available within that licence area; and
- d) the capacity of the applicant to provide the proposed service or services; and
- e) the undesirability of one person being in a position to exercise control of more than one community broadcasting licence that is a broadcasting services bands licence in the same licence area; and
- f) the undesirability of the Commonwealth, a State or a Territory or a political party being in a position to exercise control of a community broadcasting licence.

OUR PEOPLE

Board members

Name	Position	Dates acted (if not for whole year)
Brendan Dahill	Chairman and Director	To November 2019
Tony Dosen	Director	Elected November 2019
Stephen Holland	Chairman & Company Secretary	
Adrienne McLean	Director	Re-elected November 2019
Sean Hickey	Director & Company Secretary	Elected November 2019; Company Secretary to 30 June
Christine Kay	Director	
Jason Milner	Director	To November 2019
Janelle McIntosh	Director	

Employees

Name	Position
Rick Dunlop	Station Manager – to Nov 2019
Greg Smith	Station Manager – Nov 2019 – June 2020
Wayne Dungey	Sales

Name	Position
Neil Ashworth	Treasurer
Richard Dawes	Assistant Treasurer

Training Committee

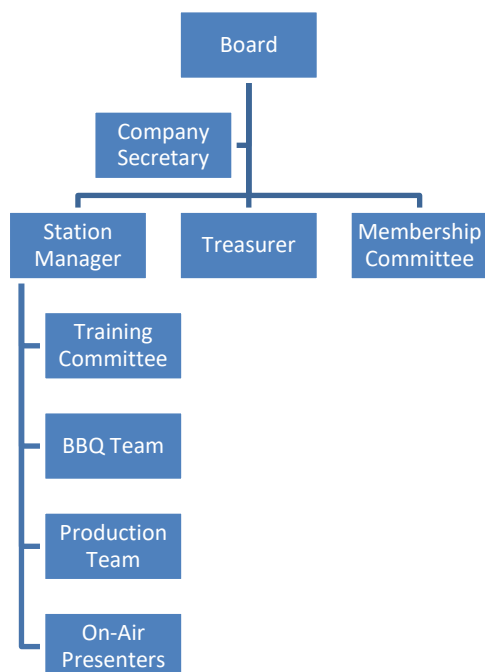
Name	Position
Jason Vellely	Coordinator
Andrew Willoughby	Trainer
John Lee	Trainer

SECTION 2

GOVERNANCE

STRUCTURE & MANAGEMENT

2 HHH FM Limited is registered with the Australian Securities and Investments Commission (ASIC) as a Company Limited by Guarantee.



Function of the Board of Directors

The Constitution sets out in rules 46 and 47 the powers of the Board of Directors, these powers are in addition to and subject to the Corporations Act 2001 (Cwth):

Subject to the Law and to any other provisions of the Constitution, the management and control of the Association and of the business and affairs of the Association shall be vested in the Directors who may exercise all such powers of the Association and do all such acts or things as are not by the Constitution or by the Law expressly required to be exercised or done by the Association in a meeting of members. No rule made or resolution passed by a meeting of members shall invalidate any prior act of the Directors which would have been valid if that rule or resolution had not been made or passed.

The Directors of the Association, in exercising any right to appoint or elect one or more persons as a director of any other company, may exercise that right in favour of any person whether a Director or otherwise.

The Role of a Member

2 HHH FM Limited is a Not for Profit Company, Limited by Guarantee.

The members of a company own the company, but the company has a separate legal existence and the company's assets belong to the company.

You can make decisions about the company by passing resolutions, usually at a meeting.

The Annual General Meeting is such a meeting.

CHAIRMAN'S REPORT

Stephen Holland - Chairman

Without doubt, 2019 / 2020 will go down as a year that many of us would prefer not to remember. While we're still living with COVID-19, the massive bushfires and violent weather patterns which engulfed our state in December / January 2019 had a huge effect on our local community. "Black Summer" placed demands on all broadcasters to provide clear factual information in a time of crisis.

Just when we escaped these weather events, the more far-reaching effects of the COVID-19 pandemic commenced, leading to an unprecedented complete suspension of all regular activities which continues to be felt.

By any measure, 2HHH FM has weathered this storm well. As we've become aware of many stories of financial hardship from across the community sector generally and the community broadcasting sector more specifically, we're grateful that 2HHH has been able to survive.

Unlike previous years, our report does not detail our traditional extensive community events or engagement. Many if not all of our traditional partnership events were postponed or cancelled due to the weather events and the pandemic. Regular fundraising events such as the Bunnings BBQ and Triple H Trivia Night were suspended during the pandemic – with a significant effect both on our fundraising efforts and our community engagement. At the time of writing, we are grateful we are seeing a return of some of these activities.

Despite all of this, 2HHH FM has not only survived the year, but we've been able to make significant inroads in a range of areas that we've identified as key to our growth and development as an organisation.

Our Achievements for 2019/2020:

- We've successfully submitted an Expression of Interest for Wallarobba Arts and Cultural Centre, in preparation for an eventual move from our Waitara Studios;
- We've embedded member engagement, with our Member's Meetups continuing throughout the pandemic lockdown via zoom, allowing for participation by some members who may otherwise be unable to attend these sessions;
- At the instigation of one of our Board Directors, we implemented a "Board Update" to members – advising members of key decisions and updates following the Board Meeting each month and in response to external events. We've been able to keep Members updated about key events and activities such as our Strategic Plan, Licence Renewal and Wallarobba planning. In the second half of this reporting period, we issued three updates to members;
- Throughout the pandemic we continued to strategically apply for grants – seeking crisis funding from the Community Broadcasting Foundation (CBF) to supplement our loss of sponsorship income and also additional funding for the construction of studios in our new premises;

TRIPLE H FM - UPDATE FROM THE BOARD 25 MAY 2020

Board Update

Welcome to this first edition of the Triple H Board Update. This document has been prepared to give Triple H members an outline of the activities and projects currently underway and opportunities for members to participate in specific activities.

The Board of Directors endorsed at the AGM in November 2019 have adopted as a key focus area improving communications with members. We are aware that there has been criticism levelled at the Board for a lack of timely communication, and this update and a range of increased further actions to follow, are the first steps to address this issue.

Members will receive a brief update in this format each month following the Board Meeting (held on the 3rd Thurs of the month) and ahead of the Member's Meet up (held on the 4th Monday of the month).

Board activity during COVID-19 Pandemic

During this period since our 1 March Planning Day and the beginning of the Covid-19 pandemic, the Triple H Board has met formally 8 times. This is outside of the small working committees, the station manager's update sessions or the preparation of grant applications.

The Board envisages that we will continue to meet fortnightly for the foreseeable future, with a formal Board meeting and informal workshop held each month. There will also be meetings scheduled for the Wallarobba Relocation Project Team and for the team working on the Licence Renewal.

Of critical importance to the Board is the safety of both our station manager & of every presenter who works at the station. We ask every presenter and member to assist us in protecting everyone by continuing to observe the hygiene and social distancing requirements. Please continue to restrict external studio visitors.

Board Decisions - 4 May 2020

Here's an update on recent decisions made:

- We received the Treasurer's Report, outlining our financial position (summarised overleaf).
- We received a sponsorship update, which reported the loss of five sponsors, valued at \$600 per month, in total.
- We received a Grants Update Report & resolved to submit the following two grants:
 - Community Broadcasting Foundation Crisis Grant (due 18 May)
 - Community Building Partnership Grant (due 12 June)
- We resolved to establish a small team to finalise costs for the Wallarobba relocation.
- We resolved to further investigate the technology required for all our Outside Broadcasts, Remote Broadcasting and Supporting Technology (for current and New Franchises), with two members tasked to undertake this role.
- We approved airing of a new Indigenous Radio Program "Ready Back" (from satellite), to address a recognised gap in our programming.
- We recognised that a new program had gone to air without prior Board approval, and resolved to ensure appropriate communications are provided to all presenters to ensure compliance.

Discussions at our most recent Meeting

Alongside a range of decisions outlined above the Board also discussed:

- Licence which has been received for Wallarobba
- Communications Plan to be undertaken.
- Email communications received from a group of members to a Board Member. In this regard the Board encourages any member with any feedback about actions and decisions or requests to meet with us to write to the board directly via: board@triplehfm.com.au

Forthcoming Meeting: Next Member's Meetup - Monday 25 May, 7:30pm via Zoom

- We undertook development of our new Station Strategic Plan – expanding this process to include all 2HHH FM members. This process commenced in March 2020 and while delayed by the effects of the pandemic, was completed in July 2020;
- Lastly and perhaps most importantly, we commenced work on the vital Licence Renewal process to secure our ongoing Community Broadcasting Licence.

Priorities for the coming year

The incoming Board must to continue the focus on:

- Financial Sustainability;
- Engagement with our members; and
- The creation of our new studios in our new home at Wallarobba Arts and Cultural Centre.

In 2021 we will celebrate 20 years of continuous broadcasting in our area – a moment to be celebrated and we look forward to officially opening our new studios as part of these celebrations.

Stephen

Stephen Holland
Chairman
2 HHH FM Limited

Strategic Planning
As part of our plan to address member engagement the Board this year planned to conduct a more open and transparent strategic planning process. We kicked this off with a one day Board workshop held on Sunday 1 March at Wallarobba.

Our intention was then to conduct a full member Strategic Planning Workshop on Monday 23 March – where all members would have the opportunity to outline their hopes and aspirations for the station and to hear first-hand our thoughts as a Board. We had also hoped this would provide members with an opportunity to view Wallarobba.

As you are all very aware, this scheduled session was cancelled due to the Public Place restrictions which came into effect on that day (23 March) at noon, prohibiting all public gatherings and limiting the closure of a large number of clubs.

Due to the issues surrounding COVID-19 and the management of the station, the Board paused this process to focus on safety and operational issues. However, it is vitally important that we have a Strategic Plan and that we continue to plan our future operations: even if they look quite different to what we may have imagined back in March, which now seems somehow a long time ago.

Why do we need a Strategic Plan?

It was suggested in recent responses to the Member's Survey that strategic planning was a waste of time in the current circumstances – however, as a Board we believe planning is a worthwhile and very necessary part of our role. Moreover, it is worth noting that it is a requirement both for our licence renewal and also for many of the funding programs we apply for, which are vital for our ongoing financial sustainability.

To continue this process with our members we elected to give all members a presentation of our ideas at the April Member's Meetup, to email all members with a copy of the report and to seek Member input via an online survey. This survey was open for two weeks and we've received 19 responses to the survey. The Board met last week on 18 May to discuss the feedback to the survey and a full presentation of this feedback will be given to the Member's Meetup on Monday 25 May via a zoom presentation.

Developing our Strategic Plan 2020-2025
Report of Board Strategic Planning Key Dates

Production and Content
The Board will continue to work on the production and content of the station's programming, ensuring it remains relevant and engaging for our members.

Financial Sustainability
The Board will continue to work on the financial sustainability of the station, ensuring it remains viable and profitable.

What happens now?

Following the Member's Meetup, the Board will complete a draft Strategic Plan to be circulated to Members for feedback. The intention is for this document to be tabled at the Board Meeting on 18 June and circulated to Triple H Members for the Member's Meetup on 22 June. The draft plan will incorporate feedback from the Board Report and the member's survey.

We intend to give a short timeframe for members to make a comment upon the final document and to adopt it for the beginning of the new financial year starting on 1 July and for our Licence Renewal submission due on 21 July 2020.

This Board Update was prepared for an on behalf of the Triple H Board of Directors. Your feedback is welcome on any issue and should be directed to board@tripleh.com.au 24 May 20

SECTION 3

OUR FINANCES

FINANCIAL STATEMENTS

Balance Sheet

2 HHH FM Limited

As at 30 June 2020

Cash Basis

	30 JUN 2020	30 JUN 2019	30 JUN 2018
Assets			
Bank			
Cheque 2 HHH FM Limited	15,758.06	2,850.62	5,785.15
Grant Account	40,490.70	17,112.83	620.13
Load and Go	-	554.31	450.01
Paypal	-	141.30	57.54
Petty Cash	150.18	150.18	-
Suspense Account	-	-	99.00
Total Bank	56,398.94	20,809.24	7,011.83
Current Assets			
Accounts Receivable New	(5.00)	(70.23)	(171.44)
Accounts Receivable Original	(337.39)	(240.94)	(221.38)
Bond Deposit	1,526.00	1,526.00	1,526.00
Payment of insurance not yet spent	(22,532.00)	-	-
Total Current Assets	(21,348.39)	1,214.83	1,133.18
Fixed Assets			
Property, Plant & Equipment: Plant & Equipment at cost	139,591.88	96,658.17	92,574.94
Property, Plant & Equipment: PP&E Accumulated Depreciation	(130,408.76)	(88,560.89)	(77,561.57)
Property, Plant & Equipment: Software & Licenses	0.68	0.68	0.68
Total Fixed Assets	9,183.80	8,097.96	15,014.05
Total Assets	44,234.35	30,122.03	23,159.06
Liabilities			
Current Liabilities			
GST	1,622.98	(156.17)	1,328.57
John Lee Scholarship Program	7,107.50	7,107.50	7,107.50
Petty Cash	-	-	10.82
Rounding	58.41	2.89	4.87
Suspense Account	84.60	-	-
Total Current Liabilities	8,873.49	6,954.22	8,451.76
Non-current Liabilities			
Key deposit	(497.77)	(497.77)	(497.77)
Total Non-current Liabilities	(497.77)	(497.77)	(497.77)
Total Liabilities	8,375.72	6,456.45	7,953.99
Net Assets	35,858.63	23,665.58	15,205.07
Equity			
Current Year Earnings	12,193.05	8,460.51	10,825.74
Opening Bal Equity	19,993.61	19,993.61	19,993.61

Balance Sheet

	30 JUN 2020	30 JUN 2019	30 JUN 2018
Retained Earnings	3,671.97	(4,788.54)	(15,614.28)
Total Equity	35,858.63	23,665.58	15,205.07

Profit and Loss

2 HHH FM Limited
For the year ended 30 June 2020

Cash Basis

	2020	2019	2018
Trading Income			
Contributions	1,305.49	3,351.00	3,022.26
Fundraising	10,316.89	9,778.47	10,935.48
Grant Content Ethnic	10,993.00	7,972.00	4,900.00
Grant content Other	-	2,750.00	2,500.00
Grant Development and Operation	25,000.00	52,000.00	8,000.00
Membership Fees	3,830.69	4,269.83	5,345.51
Presenter Fees	6,318.40	6,075.54	5,683.30
Sponsorship and production	30,355.39	25,551.68	21,282.90
SubLease	927.65	927.65	927.65
Training Services	86.36	1,863.17	4,509.06
Total Trading Income	89,133.87	114,539.34	67,106.16
Cost of Sales			
Fundraising Expenses	246.27	479.14	2,178.28
Grant content Other COGS	-	2,750.00	2,650.00
Grant Development and Operation COGS	24,552.41	10,139.86	8,012.04
Grant equipment COGS	-	29,312.00	-
Grant Specialist Ethnic Expenses	10,993.42	7,122.98	4,967.00
Sales Commissions	1,788.41	1,367.68	293.95
Training Expenses presenter	-	583.64	1,004.28
Total Cost of Sales	37,580.51	51,755.30	19,105.55
Gross Profit	51,553.36	62,784.04	48,000.61
Other Income			
Interest Income	46.52	28.94	8.30
Other Income	18.18	-	-
Total Other Income	64.70	28.94	8.30
Operating Expenses			
Accountancy	636.36	600.00	490.91
ACMA License renewal Fees	330.00	352.00	318.18
Advertising and Promotion	-	-	159.10
APRA	1,815.64	799.60	1,574.98
ASIC Fees	160.00	146.00	204.00
Asset Register revaluation	(42,933.71)	(4,083.23)	(13,187.13)
Bad Debts	2,304.58	-	-
Bank Service Charges	375.44	472.07	888.97
Broadcast expenses	2,847.44	3,340.08	4,350.37
CBAAs	2,260.45	1,947.92	1,749.59
Depreciation Expense	41,847.87	10,999.32	3,531.41

Profit and Loss

	2020	2019	2018
Insurance	3,272.28	1,239.18	3,811.53
Miscellaneous	(150.00)	-	-
Office supplies	37.64	111.15	919.44
Postage and Delivery	560.00	886.36	330.91
Reconciliation Discrepancies	-	-	20.00
Rent	13,655.11	11,674.78	11,635.69
Repairs Equipment	1,544.44	3,425.00	1,539.03
Software Expense	1,631.50	1,818.70	327.25
Station Management	2,648.55	13,585.36	10,880.75
Telephone and Internet	2,901.45	3,173.79	3,879.94
Uncategorised Expenses	-	0.75	-
Utilities Electric	3,679.97	3,863.64	3,758.25
Total Operating Expenses	39,425.01	54,352.47	37,183.17
Net Profit	12,193.05	8,460.51	10,825.74

SECTION 4**Committee Reports****TRAINING COMMITTEE REPORT**

Jason Velleley
Andrew Willoughby
John Lee

Whilst the year 2020 got off to a relatively good start training wise, with the COVID-19 pandemic and the associated restrictions that came into place from March onwards, this made things problematic. That said, there was still some element of training provided during the year.

In summary:

- 2 x Skills Booster Sessions were ran across late January and early February with a total of 8 presenters attending. The sessions focused on a refresher of Triple H FM's station play-out system Jazler. Further Skills Booster Sessions on Interviewing Techniques, Media Law and Program Structure were planned, but unable to be delivered.
- During the height of the pandemic when many presenters were unable to present their programs from the studio (or chose not for health reasons), the Training Committee offered assistance and guidance to those presenters who were seeking to record their programs from hand. This included tips on equipment to purchase, as well as basic audio editing skills.
- Whilst the Training Committee had explored the option of blended presenter training delivery during the pandemic for the sections of the course that could be delivered in an online format, these plans had to be placed on hold when no clear timeline to return to face-to-face delivery could be determined, an important consideration for this form of learning.
- The Triple H FM Training Committee submitted a training application to the Community Media Training Organisation (CMTO) as part of their annual training round. Prior to submission, a survey was undertaken of presenters as to their area of need in terms of training and this guided the application. The results of the survey indicated that the most interest were for courses in Audio Editing, Interviewing, Advanced Presentation, Outside Broadcasting and Station Tech For The Non Technical. With demand for courses high, Triple H FM was only successful for the latter course which will be run at some stage in 2021.

Moving forward, the training committee will aim to resume presenter training courses at some stage in 2021, once restrictions allow and the appropriate facilities are constructed. With 18 people from the local community having registered an expression of interest for presenter training in 2020, there is certainly sufficient demand to warrant continuing face-to-face training delivery.

SECTION 5**OUR OTHER IMPORTANT INFORMATION****ACKNOWLEDGMENTS & THANK YOU****Grants and funding**

Community Broadcasting Foundation

Corporate & community partners

Hornsby Shire Council

Ku-ring-gai Council

Berowra Apex

Hornsby Historical Society

Rotary Clubs of the Area

Action Indoor Sports

Adelphi Printing

Blue Rock Marketing

Bush Telegraph

Bunnings Thornleigh

Charter Hall

Cherrybrook Real Estate

Cherrybrook Travel

Event Cinemas Hornsby

Homestay Network Pty Limited

Hornsby Ku-ring-gai Post

Hornsby RSL

Kurt Seifert Jewellery

Magpies Waitara

MoneyGram

O'Malleys Automotive

Organic Food Markets

Raine & Horne Hornsby

S&R Auto Action Car Repairs Pty Limited

Tom's Cellars

Withams Coffee

We ask all our members to continue their support our corporate partners, without them we would not be able to keep our Community Radio Station running.

HOW YOU CAN HELP

Become a member

<https://www.triplehfm.com.au/become-a-member.html#join>

Volunteer your time

stationmanager@triplehfm.com

Support an event or fundraising activity

<https://www.triplehfm.com.au/calendar.html#!calendar>

or

promotions@triplehfm.com.au

Become a Corporate Sponsor

sales@triplehfm.com.au

CONTACT US

2 HHH FM Limited
PO Box 2005
Hornsby Westfield NSW 1635
<https://triplehfm.com.au>
info@triplehfm.com.au