

The End Game . . .



RU

OK?

About me ...



Board KickStarter Breakfast

Thanks for attending

[READ MORE >](#)

Connecting people, ideas and action

Helga empowers individuals, teams, organisations and communities to be clear on their roles and future plans.

Working with Helga, organisations and individuals are better able to connect ideas to strategy, strategy to action, actions to plans, people to people.

Drawing on her extensive leadership experience, Helga is known as a dynamic and challenging facilitator, coach, trainer, consultant and speaker.

Here are her top five key lessons that have guided and kept her focussed during her career so far:

- Know your values



[READ MORE](#)



the women's
the royal women's hospital
victoria australia



YWCA
Australia



YWCA
HOUSING



Centre for
Sustainability
Leadership

BOARD KICKSTARTER

getting women into Board roles



BOARD ACCELERATOR

supporting women Board members





TAKE ON BOARD

with **HELGA SVENDSEN**



Helga Svendsen
facilitator • coach • consultant

w: www.helgasvendsen.com.au





Sorry

WE'RE

CLOSED

The End Game ...

About the Centre for Sustainability Leadership



Centre for Sustainability Leadership

*“if we can’t get the people
in power to care, let’s get
those who already care into
positions of influence ...”*



Centre for
Sustainability
Leadership

Our manifesto

We believe passionately in our human potential to live with compassion and connection.

We believe in challenging people to think and feel differently, and to live a life of meaning and purpose.

We believe that truly understanding ourselves, others and the environment around us is a key step towards sustainability - both of ourselves as individuals, and of the world we live in.

We believe in fostering the kind of leadership needed to tackle the complex challenges we face in sustaining the life of all species.

We believe that the power of enabling a community of people working for positive environmental and social outcomes cannot be underestimated.

We believe in leadership that is creative, compassionate and courageous. Leadership that comes from the heart and the head, that is insightful, purposeful and playful. Leadership that enables and empowers other leaders to take up the challenge.



Centre for
Sustainability
Leadership

w: www.helgasvendsen.com.au

Enthusiasm

Passion

More and more people

\$\$\$











Priorities as Chair ...

- **Get clear on:**
 - Financial position
 - Business model
- **Set strategic priorities**
- **Allocate resources**

Step one:

**Get clear on
financial
position**

PURPOSE: Solvency including financial update

JULY POSITION ON WAY - CSL Financial position as at 30 June 2016

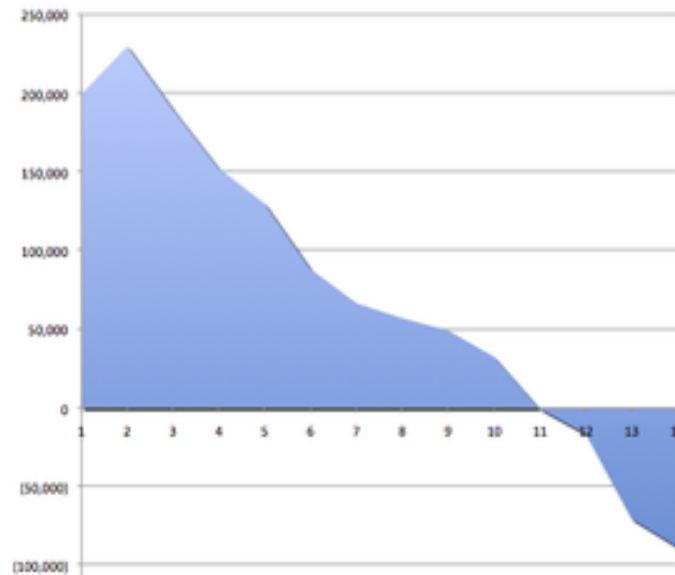
Summary

The current solvency forecast is to just before end of March 2017.

This covers expenditure for the Sydney and Melbourne Fellowship Programs 2016, FELP 2016, LfS GWS 2016, Make Change Happen auspice, organisational operations costs, 2017 Fellowships marketing and starting the 2017 Sydney and Melbourne Fellowship Programs.

This includes income from LfS GWS 2016 but not 2017 Fellowships.

CSL solvency forecast June 2016 til March 2017



| SOLVENCY as at 30.06.2016 | Jun-16 | Jul-16 | Aug-16 |
|---------------------------|---------|---------|---------|
| starting cash* | 256,010 | 229,980 | 189,612 |
| income* | 50 | 0 | 0 |
| expenses - see 140 | 26,029 | 40,368 | 37,654 |
| end of month | 229,980 | 189,612 | 151,958 |

Step two:

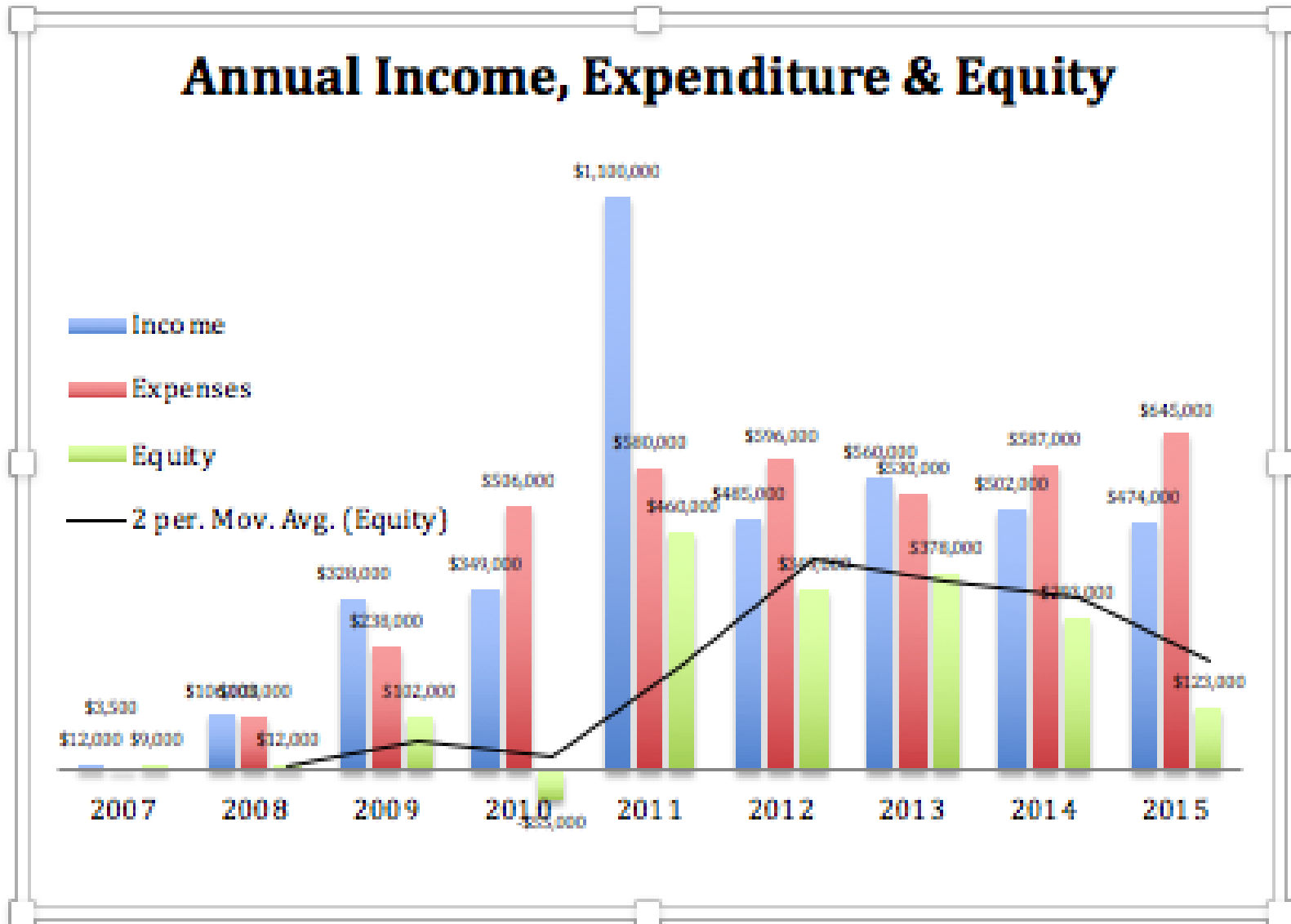
**Get clear on
the business
model**

“It is beyond doubt that what CSL delivers is **highly valued and appreciated**. Many alumni rate CSL as one of the **best personal and professional development opportunities they have ever taken up**”

“It is also beyond doubt that **there is a need within our society for building the kind of leaders that CSL is aiming to support and connect.**”

Kate Nicolazzo, Midnight Sky Consultant, Report to CSL Board for 2016 Strategic Planning workshop

Figure 2 – Annual Income, Expenditure & Equity

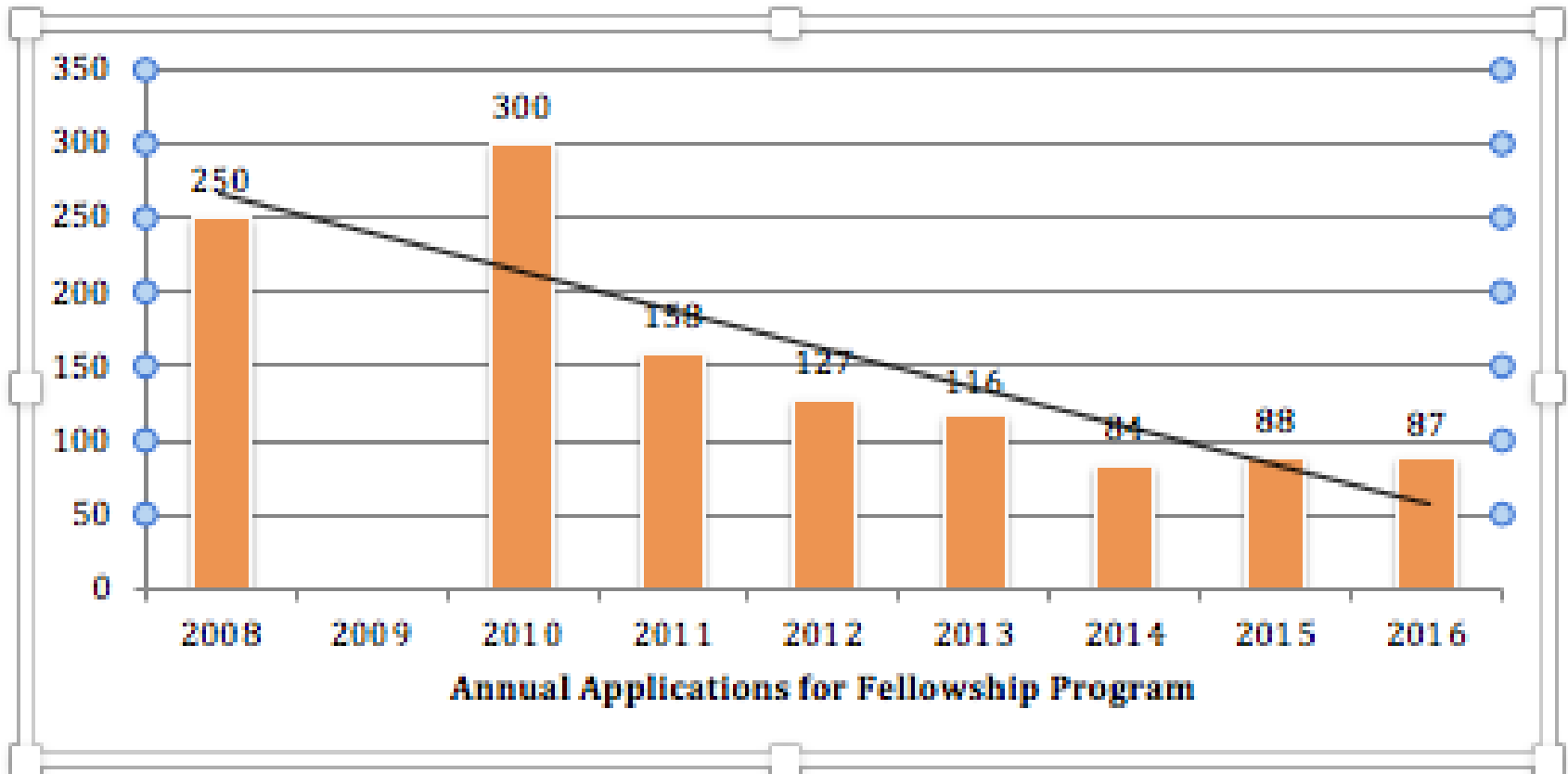


~~FREE ENTRY~~



Figure 1 – Application Numbers for Fellowship Program

NB: 2009 figures cannot be confirmed, worth noting that 2009 was the first year the Fellowship ran in Sydney and Melbourne.



Step three:

Set strategic priorities

Centre for Sustainability Leadership – draft strategic plan

Vision - A connected, conscious and thriving world.

What does this mean?

- We are connected with, and care for, ourselves, each other and the planet.
- Our economic, cultural and social systems are designed and operate in a way that works for people and our natural world. We are resilient.
- We think and act quickly today for a better tomorrow.

Our Role

To empower individuals, communities and organisations to act now by:

- Inspiring everyone to see the bigger picture and believe things are possible.
- Enabling leaders to discover and use the power and resources they have.
- Connecting with themselves, each other and nature.

Strategic goals and measures of success

| | Individuals | Communities | Organisations |
|---|---|---|---|
| Inspiring | FM Fellowship (Syd, Melb, Intensive) | Lfs | In development |
| Enabling | | FELP RELP | |
| Connecting | Within program and Alumni network | Within program and Alumni network | Within program and Alumni network |
| 2017 goals: minimum sustainable budget \$370k | 1 x Sydney Fellowship 1 x Melbourne Fellowship <i>50 participants as per minimum requirements</i> | Minimum 2 community programs (profit \$40k) | Future Makers Organisation program developed to MVP and approved by Board |
| 2018 goals – minimum sustainable + | 2017 plus minimum two additional scholarships (\$5k) | Minimum 2 community programs (profit \$40k) | FM pilot delivered |
| 2019 goals – thriveability budget ie: \$460k p.a | 2017 plus minimum four additional scholarships (\$10k) | Minimum 4 community programs (\$80k) | FM Org x 2 (non pilot) delivered |
| Market analysis (to be further developed in business planning) | | Local councils will be looking to adopt SDGs and therefore an opportunity for CSL | |
| Organisational structures to support | NB: minimum sustainable budget 2 day BD 1-day Project Manager additional time for Christine | | NB: thrive budget 3 day per week BD 3 days per week Project manager 2 day per week Marketing Market analysis – BD person |
| Governance structures to support | TBC at February Board 2017 meeting ie: skills, committees etc including measures of success Keep abreast of sustainability issues – what is CSL’s role in today’s context? | | |

Step four:

**Allocate
additional
resources**

Centre for Sustainability Leadership – draft strategic plan

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Strategic goals and measures of success

| | Individuals | Communities | Organisations |
|---|---|---|---|
| Inspiring | FM Fellowship (Syd, Melb, Intensive) | LfS | In development |
| Enabling | | FELP RELP | |
| Connecting | Within program and Alumni network | Within program and Alumni network | Within program and Alumni network |
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1. Executive Summary

This Report and its related attachments are designed to assist the Centre for Sustainability Leadership (“CSL”) in assessing the feasibility of augmenting the Future Makers Program (“FMP”) to target clients at an ‘Organisational’ level. Currently, CSL’s target audience is predominantly individuals, who require leadership training with a focus on sustainability. The assumption of this paper is that the FMP is currently under design review with an intention on leveraging the program to drive client organisations’ competencies in the field of sustainability leadership.

Objectives of this Report

The objectives of this Report are to equip CSL with:

1. a market analysis, which includes a summary review of market participants, who currently provide a service to organisations in the field of sustainability;
2. a market entry framework and process to help CSL target organisations that are ‘ripe for change’; and
3. a risk register, designed to identify potential risks associated with the FMP, classify the level of potential risk to CSL and highlight potential mitigating factors.

Summary

2016

- Get clear on
 - financial position
 - business model
- Determine strategic priorities
- Allocate resources

2017

- BD Manager
- Pro bono resources to explore corporate offering
- Pro bono resources to review Fellowship program
- *Final push*: personal calls to ALL of our alumni (700 or so of them!)

Target = 50

Break even = 45

‘we can just do this’ = 43

Actual number

38

The “oh S***! meeting ...

- Proceed with the 2018 Fellowship program – knowing it would be at a loss
- Come together and decide future
 - Surveyed staff and board
 - A ‘what next’ session with staff and board

CSL staff survey - excerpt

4/26/2018

General report - CSL TRANSITION DAY PLANNING — SURVEY QUESTIONS

Can we keep CSL as an organisation running?

13 out of 13 people answered this question

| | | |
|---|---|---------|
| 1 | Wind up (dissolve the company) and transfer IP to another organisation (see question 2 below) | 9 / 69% |
| 2 | None of the above/other | 4 / 31% |
| 3 | Keep the organisation running and recover costs by membership fee (note, this would mean transitioning in substance to a traditional NFP or co-operative type model) | 0 / 0% |
| 4 | Keep the organisation running and recover costs by selling other fee for service to non members (Note, this is similar to current model but we'd replace the Fellowship with another product) | 0 / 0% |

What should we do with our Future Makers Fellowship & other program material (our intellectual property)?

13 out of 13 people answered this question

| | | |
|---|--|---------|
| 1 | A combination of the above? | 7 / 54% |
| 2 | Create open source repository for all alumni (and other leaders?) to access and use? | 4 / 31% |
| 3 | Transfer all the IP to another NFP or organisation (or organisations) with a shared purpose? | 2 / 15% |
| 4 | Other? | 0 / 0% |

The 'what next' session ...

- Pro bono support facilitating by EY
- Independent voice

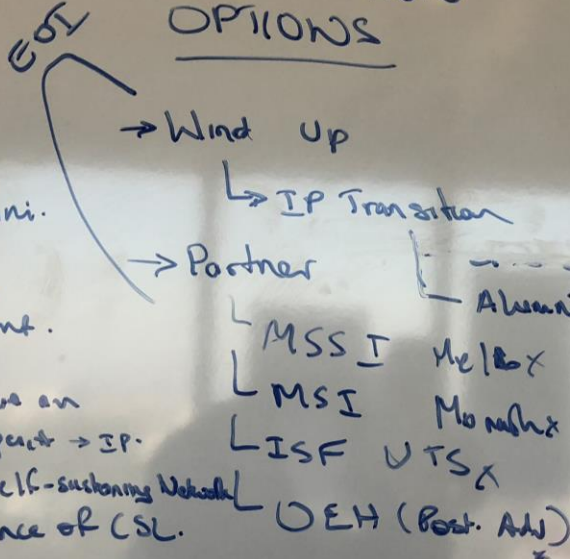


OUTCOMES.

1. Impact

- L More Alumni.
- L Deeper Alumni engagement.
- L Wind up + have an impact → IP.
 - L Self-sustaining Network
- L Continue essence of CSL.

TRANSITION OPTIONS



Equity

\$120k.
 Bank - \$400k.
 ↑ \$250k.
 \$150k.

Factors

- Time
- Energy
- \$\$
- Other Choices
- Philanthropic Funds.
- Content Investment

Alumni Network
 Solar eq → \$30k

KEY \$100k Loss

TRADING INQUIRY
 FOR 3 YEARS - IF NOT FOR PROGRAM

CRITERIA

IP → Program Material.

- Credibility erosion/enhancement
- Keep key design features:
 - Engage/Support Alumni
 - Value aligned.
 - Keep. Manicobo Alive.

TRANSITION PATH

1. EOI of '(SL Package' }
↳ Merger
2. IP Transition to Alumni Network
(Modules - not package) + wind-up.
3. PARTY

A.

1 + 2 + 3

OR

B.

2 + 3

Time frame → End Oct '18.

0. Financial Modelling to Oct '18.

1. EOI Document

- Package
- Criteria
- Time frame.
- Process

EOT

- Annual Reports / Financials. ^{Limited.} D/D.

- 1b. Document content ^{is today} [150k]
2. External Comm. Plan ^{150k} [Alumni/Founders/Member/Partners] Last 3 yrs of participant & Revenue/Costs.
3. Invite EOIs from 6-12 + Alumni Network
- 3b. Respond to queries
4. Assess EOIs → Short list →

Due Diligence..

5. Select Preferred partner / Decide Merger is not an option.

6. ~~Alumni~~ External Communications

7. Alumni Network Set-up.

8. Contracts (REOS)

9. De-register / Transfer Funds to another DGR (ACNC)

| | Board | Staff |
|---|---------------------------|-----------------------|
| Governance + Legal SM IP <u>KS</u> HS | KS SM HS | IP AY |
| - Financials ^{SL} SM <u>HS</u> | SM HS | SL AY |
| - EOI / IP ^{AS} AG <u>MW</u> LP SM2 | AS AG IP | MW AY LP SM2 |
| - Comms Plan SL MS SM2 LP <u>HS</u> | HS | SL MS AY SM2 LP |
| - Organise final party! | ALL | |

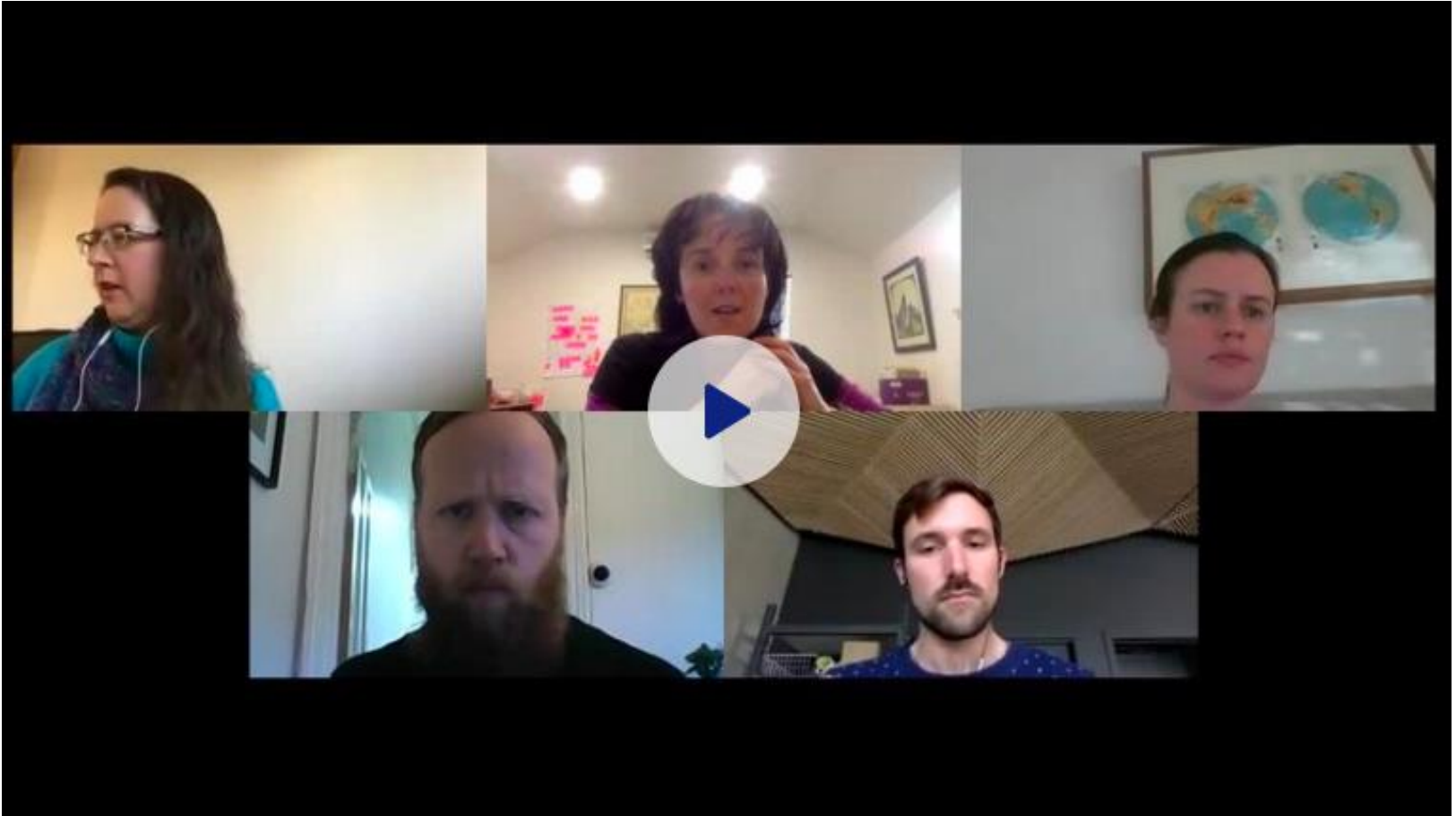
Transition plan

Five groups, each led by a Board member

- Expression of Interest
- Intellectual Property
- Communications
- Legal
- Finance

Weekly 'transition group' meetings via zoom for working group chairs to report on progress

Regular transition working group meetings



The transition plan ...

Five groups, each led by a Board member

1. Expression of Interest
2. Communications
3. Legal
4. Finance
5. Intellectual Property

1: Expression of Interest process



Request for Expression of Interest

Centre for Sustainability — Brand and Program Offer Package

Prepared by the Board of Directors

Issue Date: 7 June 2018

Closing Date: 30 June 2018

What the EOI contained

- Context
- CSL Brand and Program Package offer – content details
- Criteria for assessing applicants
 - Commitment to sustainability – values alignment, proven track record
 - Credibility with regard to longevity and reliability
 - Approach and capability to support the alumni network
- Process by which panel will assess, decide and novate the CSL package
- Timeline and milestones

EOI: Package

We are offering to transfer free of charge the CSL Brand and Future Makers Fellowship program content to an eligible organisation or individual/s. Without making any representations as to strict contents or exact particular, at a high level this package could include:

- CSL Brand, logo and Manifesto;
- Program structure and content:
 - program objectives and outline;
 - design principles;
 - topics;
 - reading lists;
 - learning circle formats/instructions;
 - run sheets;
 - how to guides.
- Associated training material;
- Research and evaluation prepared over the years to support program development including market insights and annual reports;
- Organisational policies, program budgets, organisational know how (to be determined).

EOL: Criteria

The applicant must demonstrate:

Commitment to sustainability:

- Demonstrate **value alignment with that of CSL** (please refer to the CSL's Manifesto) through how it delivers its services, operates its business, and / or invests in a sustainable future.
- Demonstrate a **proven track record** of delivering services to / or engaging similar or related markets, and consequently has proven credibility within these markets.

Credibility with regard to longevity and reliability:

- Demonstrate credibility as to how they will **ensure longevity of CSL and its associated programs**.
- Demonstrate how the applicant will **build on and advance the trusted and credible brand that is CSL** so that current and future alumni can continue to benefit from the recognition that the CSL brand offers.

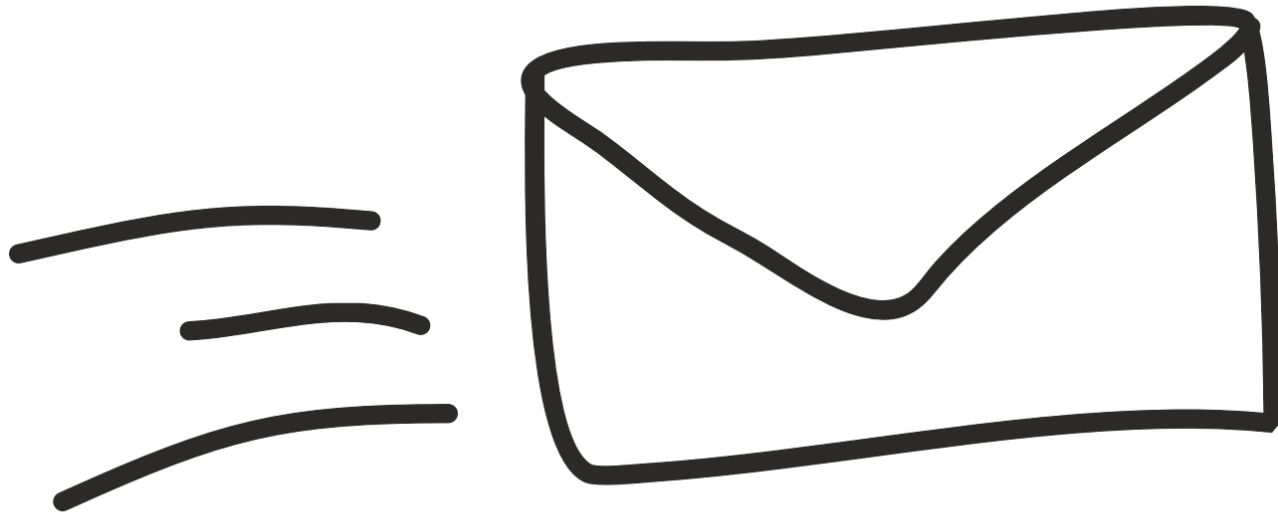
Approach and capability to support the alumni network:

- Demonstrate how the applicant will manage CSL and its associated programs, or make certain efforts (i.e., networking opportunities), so that our **alumni network of 700 members will continue to exercise influence, grow, and support each other**

EOI: Timeline

The transition process below will run over a period in parallel to the completion of these above programs and will aim to achieve milestones according to the following **timeline**:

- **6 June:** EOI open for prospective applicants to provide an Expression of Interest. Interested parties are invited to email or arrange a call for enquiries before submitting an EOI.
- **30 June:** The period for receiving formal EOIs close (see application process below).
- **30 Ju - 15 July:** Panel consisting of existing Board directors and founding members assess applications.
- **20 July - 31 July:** Shortlisted applicants will be invited to meet with panel and discuss their intentions.
- **1 August - 15 August:** Negotiations with successful applicants complete.
- **15 August - 31 August:** Announcement of new delivery organisation, to commence after CSL's organisational wind-up.
- **1 - 30 September:** Contracts signed to complete the novation process — complete transfer of all agreed rights, liabilities and obligations to the recipient, to take effect in the period between November 2018.
- **1 October - 1 December:** All administrative, legal and practical matters complete to effect the transfer.



EOI: document review

Shared with me > CSL Transition > EOI > CSL EOI document review



| Name ↑ | Owner | Last modified | File size |
|-------------------------------|---------------------|--------------------------------|-----------|
| 1. Budget | Alesha Younghusband | 18 Jul 2018 Alesha Younghusban | — |
| 2. Financials | Alesha Younghusband | 18 Jul 2018 Alesha Younghusban | — |
| 3. CSL business model history | Alesha Younghusband | 18 Jul 2018 Alesha Younghusban | — |
| 4. Business strategy and plan | Alesha Younghusband | 18 Jul 2018 Alesha Younghusban | — |
| 5. Program materials | Alesha Younghusband | 19 Jul 2018 CSL Projects | — |
| 6. Program evaluations | Alesha Younghusband | 18 Jul 2018 Alesha Younghusban | — |
| 7. Current staff list | Alesha Younghusband | 18 Jul 2018 Alesha Younghusban | — |
| 8. Legal process | CSL Projects | 19 Jul 2018 CSL Projects | — |

EOI response

- Over 20 applications!
- Assessed and short listed
- Interviewed short list
- Determined a 'preferred partner'
- Engaged staff in final determination (in confidence)
- Finalised 'preferred partner' - Monash Sustainable Development Institute

EOI finalisation

Once MSDI appointed:

- Engagement workshop
- Memorandum of Understanding
- Deed of Transfer for Intellectual Property

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING is between

MONASH UNIVERSITY ABN 12 377 614 012 acting through its institute of Monash Sustainable Development Institute of Wellington Road, Clayton, Victoria 3800, Australia (**Monash**)

AND

Centre for Sustainability Leadership (ABN 78 123 195 488) of 490 Spencer St, West Melbourne VIC 3003 (**CSL**)

CSL and Monash may use the following protocols to govern their collaboration in relation to the activities described in Item 1 of the Schedule.

Scope

The scope of activities included in this Memorandum of Understanding (**MOU**) is described in Item 1 of the Schedule (**Scope**).

Implementation

To implement this MOU, the following is mutually understood:

1. The parties confirm their intention to negotiate the assignment of certain CSL intellectual property and/or other assets by CSL to Monash as set out in the Scope at Schedule 1, Item 1.
2. Any such assignment negotiated under this MOU will be the subject of an individual agreement in writing and signed by a duly authorised representative of each of the parties.
3. Each party is liable for its own acts and omissions under this MOU including for the prevention of doubt, any liability to a third party arising from its acts or omissions.

Non-binding

4. This MOU is not intended by the parties to be legally binding and does not imply a legal commitment.

Confidentiality

5. For the purposes of this MOU, "**Confidential Information**" means information that:
 - (a) is by its nature confidential;
 - (b) is designated by the parties as confidential; or,
 - (c) the parties know or ought to know is confidential and includes without limitation the terms of this MOU and all information about the parties, their employees, agents,

Excerpt from *Deed of Transfer for Intellectual Property*

Background

- A. CSL is the legal and beneficial owner of the Intellectual Property.
- B. CSL has agreed to assign to Monash all of its right, title and interest in the Intellectual Property, and Monash has agreed to accept the assignment on the terms and conditions of this deed.

Agreed Terms

1. Definitions and Interpretation

1.1 Definitions

In this deed, unless the context indicates a contrary intention:

Business means the business conducted by CSL as at the date of this deed, being the curation, delivery of programs for sustainability leadership.

Effective Date means the date of this deed.

Intellectual Property means the intellectual property set out in Schedule 1 of this deed, which at the date of this deed is legally and beneficially owned by CSL. For the avoidance of doubt, this does not include any third party intellectual property within the Intellectual Property.

2. Communications

Communications mapping

| | A | B | C | D | E | F | G | H |
|----|--|----------|--------|---|---|------------|------------------------------------|----------------------|
| 1 | stakeholders | priority | Status | Contacts | first steps | date | main communication channel | CSL team responsible |
| 2 | OEH | 1 | Done | Mark Caddy SLDP (he will inform Mark Squires) | Includes: Newcastle (Mark Squires), Sydney (most senior partner/supporter of CSL) | 23.05.2018 | meeting | Alex |
| 3 | OEH | 1 | | Emily Yip & Cris Kickey (FMF scholarships) | | | | |
| 4 | BOEING | 1 | Done | Jo | | | meeting | Sarah, Helga |
| 5 | founders | 1 | Done | Jason Clarke, | | | meeting | Helga |
| 6 | founders | 1 | | Larissa Brown | | | | Jason Clarke |
| 7 | current fellows FM | 2 | Done | | At Retreat 2 | May 26-30 | facilitators | |
| 8 | alumni | 2 | Done | | right after current fellows have been told | | facebook LIVE first, general email | |
| 9 | present volunteers, past staff | 2 | Done | Andrew Foran | | | call | Alesha |
| 10 | present volunteers, past staff | 2 | Done | David Seignior | | | | |
| 11 | present volunteers, past staff | 2 | Done | Kate Nicolazzo | | | | |
| 12 | past board members and chairs of the board | 2 | Done | Brian Gardner | List | | call to Chairs, then email | Helga |
| 13 | past board members and chairs of the board | 2 | Done | Matt Perry USA | | | call to Chairs, then email | Helga |
| 14 | past board members and chairs of the board | 2 | Done | Fergus Green UK | | | call to Chairs, then email | Helga |
| 15 | past board members and chairs of the board | 2 | Done | Rachel Lowry | | | call to Chairs, then email | Helga |
| 16 | new fellows - SLDP | 2 | Done | | At Retreat 1 - 1-3 June | | | |
| 17 | school alumni (FELP) | 2 | | | Once recruitment finished | | | |
| 18 | present pro-bono partners | 3 | | | | | | |
| 19 | members | 3 | | | Ask Kim - Formal communication as per constitution | | | Helga |
| 20 | creditors | 3 | | | Need list | | | |
| 21 | debtors | 3 | | | Need list | | | |
| 22 | past pro-bono partners | 4 | | | need to investigate - Kate Harris, Alesha? | | | MARIE TO LOOK |
| 23 | other long-term supporters (to be listed here) | 4 | | | need to investigate - Kate Harris, Alesha? | | | MARIE TO LOOK |
| 24 | past volunteers | 4 | Done | | | | general email | |
| 25 | schools and student fellows - in FELP | 4 | | | Tell schools it will be the last year | | | |
| 26 | general public | 5 | | | | | | |
| 27 | general newsletter database | 5 | | | | | general email | |



Sarah Ladyman was live.

Admin · 6 June 2018

This is a chance to ask us any questions you have about the next steps for CSL.



👍❤️😄 You, Sarah Ladyman and 10 others

36 comments Seen by 23



Helga Svendsen
facilitator • coach • consultant

w: www.helgasvendsen.com.au











2. Communications

- Engaged our community
- Personal communication where we could
- Celebration not commiseration ...
yet space for some tears

3. Legal

With Monash

- Deed of transfer for intellectual property
- Memorandum of Understanding with Monash

Other legal steps

- Notify Department of Environment re: DGR status
- Get assets below \$1000 (*see below*)
- Meeting of members – resolve to deregister
- Transfer of DGR funds to an eligible charity
- Notify ACNC and deregister with ACNC
- Special resolution of members – submit notice to ASIC
- Form 6010 (application for voluntary deregistration of a company) with ASIC

Centre for Sustainability Leadership

Legal milestone and action items for Voluntary deregistration process & deed of transfer

12 July 2018

Schedule of milestones and action items

June/ July

Pre-deregistration

| Step | Action | Responsibility | Action completed (Y/N?) |
|----------------|--|----------------|-------------------------|
| IP Assignment | Marque Lawyers to draft IP assignment deed | Marque | Y |
| Resolutions | Marque Lawyers to draft board and member resolutions | Marque | Y |
| Sale of assets | Company to transfer assets leaving the company holding no more than \$1,000 worth of assets. | CSL | |
| ASIC fees | Company to pay all outstanding ASIC fees and penalties | CSL | |

August/September

| Step | Action | Responsibility | Action completed (Y/N?) |
|--|---|----------------|-------------------------|
| Notify Department of Environment: deregistration of DGR status | Send letter to reo@environment.gov.au at the Department of Environment setting out: <ul style="list-style-type: none"> <input type="checkbox"/> where public fund money will be distributed; and <input type="checkbox"/> timeline of wind-up NB: this should be done as early as possible as 2 Ministers must sign the deregistration of the DGR status. | CSL | Y |
| Deed of Novation for delivery organisation and open-source IP plan | <ul style="list-style-type: none"> <input type="checkbox"/> Prepare deed: <ul style="list-style-type: none"> <input type="checkbox"/> Review all contractual items and IP to assign <input type="checkbox"/> Schedule of transfer <input type="checkbox"/> Finalise contract <input type="checkbox"/> Arrange execution | Marque | Y |

5A. Apply to revoke registration

Purpose

Use this form to apply for your charity to no longer be registered as a charity with the ACNC.

- 1** The ACNC can decide whether to accept your application, according to our [Choosing to revoke policy](#). If the ACNC agrees to revoke your charity's registration, the charity will no longer be eligible for charity tax concessions. For more information about tax concessions, contact the Australian Taxation Office on 1300 130 248.

Instructions

- This form is fillable on your computer using the free [Adobe Acrobat Reader](#).
- You can also choose to print the blank form and fill it out by hand.
- Make sure the declaration is signed. Section C explains who can sign the declaration.
- Attach any additional information to this form (for example, if you need more space).

Section A: Charity information

- 1** You must answer all questions in this section. This information appears on the ACNC Register.

1 What is your charity's Australian Business Number (ABN)?

2 What is your charity's legal name?

This is your charity's formal name as it appears on legal or other official documents.

Section B: Charity revocation

- 1** You must answer all questions in this section. If your application is approved, the date of revocation will appear on the ACNC Register.

3 Why do you want to revoke your charity's registration?

- The charity is closing down permanently or has closed down (winding up)
- The charity is merging with another charity or has merged with another charity
- The charity is continuing, but does not want to remain registered
- The organisation is not entitled to be a registered charity
- Other (provide an explanation in Question 4)

4 Explain the main circumstances of the change listed in Question 3 (for example, the charity has decided to close because it is no longer financially possible to operate)

5 When should the revocation take effect?

| | | |
|----------------------|----------------------|----------------------|
| Day | Month | Year |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

- 2** If your charity is closing down, this should be the date your charity is to be wound up. If your organisation is no longer entitled to be a registered charity, it should be the earliest date the organisation was not entitled to registration.

3. Legal

With Monash

- Deed of transfer for intellectual property
- Memorandum of Understanding with Monash

Other legal steps

- Notify Department of Environment re: DGR status
- Get assets below \$1000 (*see below*)
- Meeting of members – resolve to deregister
- Transfer of DGR funds to an eligible charity
- Notify ACNC and deregister with ACNC
- Special resolution of members – submit notice to ASIC
- Form 6010 (application for voluntary deregistration of a company) with ASIC



Form 205

Corporations Act 2001
136(5), 157(2), 162(3), 461(2), 491(2),
506(1B), 507(11), 510(1A)
Corporations Regulations 2001
1.0.12

Notification of resolution

If there is insufficient space in any section of the form provide details in an annexure – refer to Q1 for annexure requirements

Company details

| | |
|--------------|--|
| Company name | Centre for Sustainability Leadership Ltd |
| ACN/ABN | 78123195488 |

Lodgement details

An image of this form will be available as part of the public register.

| | | |
|--|--|----------|
| Who should ASIC contact if there is a query about this form? | | |
| ASIC registered agent number (if applicable) | | |
| Firm/organisation | | |
| Centre for Sustainability Leadership Ltd | | |
| Contact name/position description | Telephone number (during business hours) | |
| Kim Shore (company secretary) | () 0450 300 007 | |
| Email address (optional) | | |
| Postal address | | |
| 402/122 Roseaneath Street | | |
| Suburb/City | State/Territory | Postcode |
| Clifton Hill | VIC | 3068 |


Signature

This form must be signed by a current official director or external administrator of the company.

I certify that the information in this cover sheet and the attached sections of this form are true and complete.

Name
Kim Barker Shore

Capacity
 Director
 Company secretary
 External administrator

Signature
 Kim Shore

Annexure endorsed as specified in guide

Date signed

| | | | | | |
|-----|-----|-----|-----|-----|-----|
| 2 | 8 | 0 | 6 | 1 | 9 |
| [D] | [D] | [M] | [M] | [Y] | [Y] |

Provide details of resolution over page.

Lodgement

Send completed and signed forms to:
Australian Securities and Investments Commission,
PO Box 4000, Gippstand Mail Centre VIC 3841.

For more information
Web www.asic.gov.au
Need help? www.asic.gov.au/question
Telephone 1300 300 630

4. Finance:

Getting to 0 is harder than you think!

- Finish up staff
- Determining assets and liabilities
- Identifying contracts and cancelling and/or paying in advance
- Cancelling our online program, Leadership Rewired and refunds as required
- Final annual report (annual information statement)
- Final BAS/refunds etc
- System to pay for ongoing systems when finalising bank accounts (Load and Go)
- When under \$1000 could resolve to wind up
- Final amounts to an organisation that is an REO (Environment Victoria)
- Closing bank accounts


















5. Intellectual property

KNOWLEDGE DATABASE

This Index page is the contents of the Centre for Sustainability Leadership Program and Business materials. The item is referenced by document name which corresponds to the [IP Master Folder](#). The purpose of this document is to reference the knowledge database that CSL draws upon in its management, facilitation and delivery of CSL programs for a future delivery organisation to easily access, review and retrieve, as needed.

| CSL Intellectual Property — table of contents and deliverables | | |
|--|---|--|
| Category | Item | Description |
| Future Makers Fellowship program IP. | A.1 Overall program structure | 1. Program structure (sequence and outputs/deliverables) |
| | A.2 Design Principles | 1. Workshops 2. 3. Learning Circles 4. Goal Buddy 5. Coaching 6. Mentoring 7. Retreats |
| | A.3 Methods of working, teaching, learning (Pedagogy) | Brief descriptions of the key guiding methods by which we have run our Fellowship program including attitude to facilitator roles, action learning, group and individual work |
| | A.4 Topics covered and sequence | Outline of topics and themes previously covered in programs and the delivery approach best suited to each |
| | A.5 Reading lists / pre-reading | Key program readings to support learning, including Facilitator booklist. Note: these are always updated and refreshed to ensure relevance so these are the most recent reading lists and recommended readings from 2018 programs. |
| | A.6 Workshop & Retreat activity instructions | A collection of one-two page instruction sheets for key activities run as part of the program. |
| | A.7 Run sheets / session design | Detailed lesson plans for 2018 retreats. |
| | A.8 Learning Circle formats / instructions | Detailed session plans and instructions to participants to be able to run their own independent 'Learning Circle' groups (5 x instructions) |
| | A.9 How To Guides and Templates (for participants) | How to: 1. Be an Awesome Goal Buddy 2. Get a Mentor and Be a Mentee 3. Be Part of a Great Learning Circle 4. Write a Media Release |

Intellectual property

| Name ↑ | Owner | Last modified | File size |
|--|---------------------|--------------------------------|-----------|
|  A.1 Overall program structure | Alesha Younghusband | 5 Jul 2018 Alesha Younghusband | — |
|  A.2 Design Principles | Alesha Younghusband | 5 Jul 2018 Alesha Younghusband | — |
|  A.3 Pedagogy: Methods of working, learning, teaching | Alesha Younghusband | 1 Oct 2018 Matt Wicking | — |
|  A.4 Topics covered and sequence | Alesha Younghusband | 1 Oct 2018 Matt Wicking | — |
|  A.5 Readings and pre-reading lists | Alesha Younghusband | 24 Sep 2018 Matt Wicking | — |
|  A.6 Activity instructions | Alesha Younghusband | 1 Oct 2018 Matt Wicking | — |
|  A.7 Run sheets and retreat manuals | Alesha Younghusband | 1 Oct 2018 Matt Wicking | — |
|  A.8 Learning Circle formats / instructions | Alesha Younghusband | 5 Jul 2018 Alesha Younghusband | — |
|  A.9 How To Guides and Templates (for participants) | Alesha Younghusband | 17 Sep 2018 Matt Wicking | — |
|  A.10 Short Programs | Alesha Younghusband | 1 Aug 2018 Sandi Middleton | — |
|  B.1 Database of contacts | Alesha Younghusband | 5 Jul 2018 Alesha Younghusband | — |
|  B.2 Brand and logo | Alesha Younghusband | 5 Jul 2018 Alesha Younghusband | — |
|  B.3 Program evaluations | Alesha Younghusband | 5 Jul 2018 Alesha Younghusband | — |
|  B.4 Program management | Alesha Younghusband | 5 Jul 2018 Alesha Younghusband | — |
|  B.5 Program budgets & P/L statements | Alesha Younghusband | 5 Jul 2018 Alesha Younghusband | — |
|  B.6 Domain name | Alesha Younghusband | 5 Jul 2018 Alesha Younghusband | — |
|  B.7 Other | Alesha Younghusband | 5 Jul 2018 Alesha Younghusband | — |

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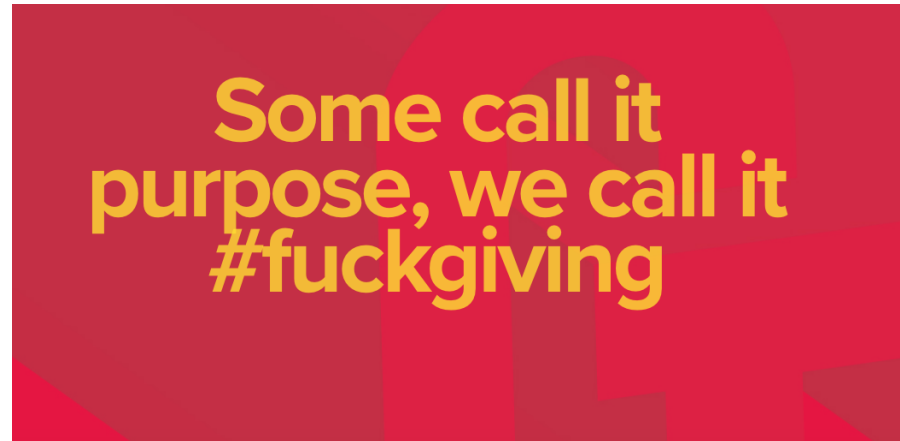
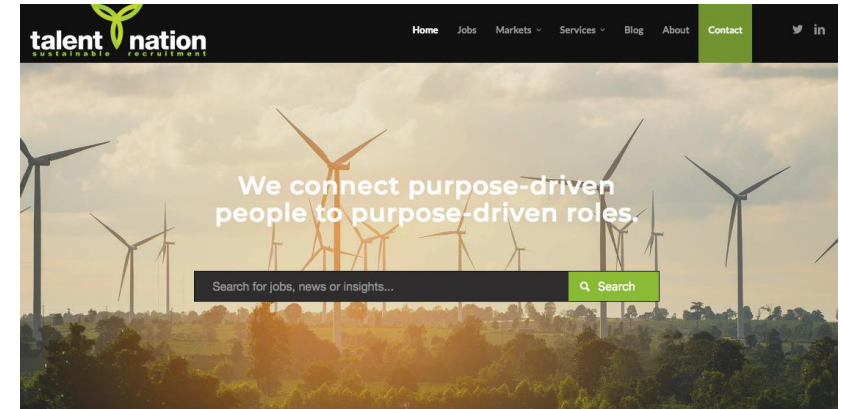
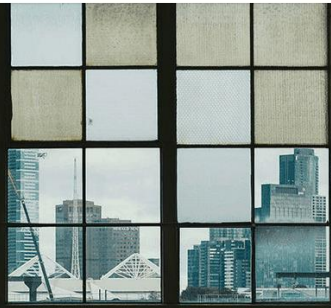
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We're bringing it back to life.



INFUSING WELL-BEING INTO EDUCATION: THE BENEFIT MINDSET BY ASH BUCHANAN



So, you want to become a positive school.

It used to be enough to just run some positive programs. Simply hire a specialist, implement some wellbeing interventions and measure the results.

But no longer. Because what our Positive School pioneers are discovering is that it's not enough to promote the potential of human flourishing through surface level interventions alone.

Our ability to flourish comes from something much deeper than well-intentioned interventions. To realise the enduring potential of a positive program, schools need to be willing, and able, to fundamentally shift the mindsets of their students, teachers and parents.

SEARCH

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Final tips ...

- **Know your situation** (*finances, business model*)
- **Try new things** (*ring around, national program, new business model*)
- **Engage experts** (*Midnight Sky, EY, lawyers, Partners for Purpose*)
- **Engage your members/stakeholders** (*staff at planning meeting, weekly staff meetings, Facebook live etc*)
- **Be open with letting your organisation run free**

Discussion and questions

Feedback

The End.