



# Ryecrofts Pty Ltd

CPA & registered company auditor

liability limited by a scheme approved under professional standards legislation

## **Council on the Ageing (Vic) Inc**

Financial Report  
For the year ended 30 June  
2017

# Council on the Ageing (Vic) Inc.

CONTENTS	Page
Committees Report	3
Statement of Comprehensive Income	4
Statement of Financial Position	5
Statement of Changes in Equity	6
Statement of Cash Flows	7
Notes to the Financial Statements	8
Statement by Members of the Committee	16
Independent Audit Report	17
Certificate by Members of the Committee	19

# Council on the Ageing (Vic) Inc.

## OFFICER'S REPORT

The officers present their report, together with the financial statements of Council on the Ageing (Vic) Inc. for the financial year ended 30 June 2017.

### Officers

The following persons were officers of the Council on the Ageing (Vic) Inc. during the whole of the financial year and up to the date of this report, unless otherwise stated:

Cathy Mead - President  
Lynette Moore - Deputy President  
Graeme Bird - Treasurer

### Committee Members

The following persons were officers of the Council on the Ageing (Vic) Inc. during the whole of the financial year and up to the date of this report, unless otherwise stated:

Cathy Mead	Lynette Moore
Graeme Bird	Gary Henry
Sylvia Geddes	Sue Harris (since October 2016)
Mike Lescai	Jenny Alvin (since October 2016)
Marilyn King	

### Principal Activities

The principal activities of the association during the financial year were to provide services to older people, with a focus on people who are disadvantaged.

### Significant Changes

No significant change in the nature of these activities occurred during the year.

### Operating Result

The deficit from ordinary activities amounted to \$31,666

Signed on behalf of the Officers.



.....

Graeme Bird (Treasurer)

Dated this 19<sup>th</sup> day of October 2017

# Council on the Ageing (Vic) Inc.

## STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2017

	Note	2017 \$	2016 \$
Revenue	2	2,885,449	2,783,757
Employee benefits expense		(1,802,009)	(1,693,891)
Depreciation & Amortisation		(14,006)	(15,022)
Transport costs		(47,818)	(35,157)
Project costs		(659,288)	(633,462)
Conference costs		(22,601)	(101,422)
Office and Administration Expenses		(188,879)	(191,171)
Lease expenses		(136,036)	(124,053)
Other expenses from ordinary activities		(46,478)	(27,106)
Current Year Surplus/(Deficit)		(31,666)	(37,527)

These statements should be read in conjunction with the attached notes

# Council on the Ageing (Vic) Inc.

## STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2017

	Note	2017 \$	2016 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	2,075,953	1,887,535
Trade and other receivables	4	114,447	1,272
Other current assets	5	21,255	17,443
<b>TOTAL CURRENT ASSETS</b>		<b>2,211,655</b>	<b>1,906,250</b>
<b>NON-CURRENT ASSETS</b>			
Property, plant and equipment	6	31,130	36,592
<b>TOTAL NON-CURRENT ASSETS</b>		<b>31,130</b>	<b>36,592</b>
<b>TOTAL ASSETS</b>		<b>2,242,785</b>	<b>1,942,842</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	7	130,849	83,532
Short term provisions	8	190,433	176,483
Grants received in advance	9	1,122,995	854,160
<b>TOTAL CURRENT LIABILITIES</b>		<b>1,444,277</b>	<b>1,114,175</b>
<b>NON-CURRENT LIABILITIES</b>			
Long term provisions	8	58,636	57,130
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>58,636</b>	<b>57,130</b>
<b>TOTAL LIABILITIES</b>		<b>1,502,914</b>	<b>1,171,305</b>
<b>TOTAL MEMBERS FUNDS</b>		<b>739,871</b>	<b>771,537</b>

These statements should be read in conjunction with the attached notes

# Council on the Ageing (Vic) Inc.

## STATEMENT OF CHANGES IN EQUITY

2016	Cash based reserves \$	Fixed asset reserves \$	TOTAL \$
Members funds as at 1 July 2015	780,957	28,108	809,065
Fixed Asset increment/(decrement)	-	8,484	8,484
Cash reserves increment/(decrement)	(46,012)	-	(46,012)
Members funds as at 30 June 2016	734,945	36,592	771,537
2017			
Members funds as at 1 July 2016	734,945	36,592	771,537
Fixed Asset increment/(decrement)	-	(5,462)	(5,462)
Cash reserves increment/(decrement)	(26,204)	-	(26,204)
Members funds as at 30 June 2017	708,741	31,130	739,871

These statements should be read in conjunction with the attached notes

# Council on the Ageing (Vic) Inc.

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2017

	Note	2017 \$	2016 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Operating and project grants		2,825,298	2,491,848
Other receipts		166,897	348,201
Interest Received		46,253	46,251
Payments to Suppliers and Employees		(2,841,483)	(2,809,869)
Net cash provided by operating activities	10 b	<u>196,963</u>	<u>76,431</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Purchase of property, plant & equipment		(8,544)	(23,508)
Net increase in investing activities		<u>(8,544)</u>	<u>(23,508)</u>
Net increase / (decrease) in cash held		188,419	52,924
Cash at the beginning of the year		<u>1,887,535</u>	<u>1,834,611</u>
	10 a	<u>2,075,954</u>	<u>1,887,535</u>

These statements should be read in conjunction with the attached notes

# Council on the Ageing (Vic) Inc.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

### Note 1. Significant accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### New, revised or amending Accounting Standards and Interpretations adopted

The incorporated association has adopted all of the new, revised or amending Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period.

Any new, revised or amending Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

#### Basis of preparation

In the Committees' opinion, the incorporated association is not a reporting entity because there are no users dependent on general purpose financial statements.

These are special purpose financial statements that have been prepared for the purposes of complying with the Associations Incorporation Reform Act 2012. The committee has determined that the accounting policies adopted are appropriate to meet the needs of the members of Council on the Ageing (Vic).

These financial statements have been prepared in accordance with the recognition and measurement requirements specified by the Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') and the disclosure requirements of AASB 101 'Presentation of Financial Statements', AASB 107 'Statement of Cash Flows', AASB 108 'Accounting Policies, Changes in Accounting Estimates and Errors', AASB 1031 'Materiality' and AASB 1048 'Interpretation and Application of Standards' as appropriate for not-for-profit oriented entities. These financial statements do not conform with International Financial Reporting Standards as issued by the International Accounting Standards Board ('IASB').

#### Historical cost convention

The financial statements have been prepared under the historical cost convention.

#### Critical accounting estimates

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the incorporated association's accounting policies.

#### Revenue recognition

Revenue is recognised when it is probable that the economic benefit will flow to the incorporated association and the revenue can be reliably measured. Revenue is measured at the fair value of the consideration received or receivable.

#### Donations

Donations are recognised at the time the pledge is made.



# Council on the Ageing (Vic) Inc.

## Grants

General operating support grants, from the Victorian Government Department of Health and Human Services and the Federal Government Department of Health are made on an annual basis and are fully brought to account during the financial year. The Association is reliant upon core funding for its continuing operations.

Specific project grants, generally made on a non-surplus or deficit basis, are brought to account over the duration of the project, on the basis of actual costs incurred. Unexpended grants at year end are carried forward in the balance sheet, as a liability to be matched against expenses in future periods.

Where the project period extends beyond year end, an assessment is made at year end as to the progress of projects by comparing actual year to date costs against budgeted year to date costs. Where a significant cost overrun has been incurred, a provision for overrun is raised in the accounts to ensure any significant losses are recognised in the period to which they relate.

## Interest

Interest revenue is recognised as interest accrues using the effective interest method. This is a method of calculating the amortised cost of a financial asset and allocating the interest income over the relevant period using the effective interest rate, which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to the net carrying amount of the financial asset.

Other revenue is recognised when it is received or when the right to receive payment is established.

## Income tax

No provision for income tax has been raised as the association is exempt from income tax under division 50 of the Income Tax Assessment Act 1997.

## Cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

## Trade and other receivables

Other receivables are recognised at amortised cost, less any provision for impairment.

## Property, plant and equipment

Plant and equipment is stated at historical cost less accumulated depreciation and impairment. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

The depreciable amount of all fixed assets are depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements

The residual values, useful lives and depreciation methods are reviewed, and adjusted if appropriate, at each reporting date.

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the incorporated association. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss.

# Council on the Ageing (Vic) Inc.

## Impairment of non-financial assets

Non-financial assets are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount.

Recoverable amount is the higher of an asset's fair value less costs to sell and value-in-use. The value-in-use is the present value of the estimated future cash flows relating to the asset using a pre-tax discount rate specific to the asset or cash-generating unit to which the asset belongs. Assets that do not have independent cash flows are grouped together to form a cash-generating unit.

## Trade and other payables

These amounts represent liabilities for goods and services provided to the incorporated association prior to the end of the financial year and which are unpaid. Due to their short-term nature they are measured at amortised cost and are not discounted. The amounts are unsecured and are usually paid within 30 days of recognition.

## Employee benefits

### Wages and salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits, and annual leave expected to be settled within 12 months of the reporting date are recognised in current liabilities in respect of employees' services up to the reporting date and are measured at the amounts expected to be paid when the liabilities are settled.

### Long service leave

The liability for long service leave is recognised in current and non-current liabilities, depending on the unconditional right to defer settlement of the liability for at least 12 months after the reporting date. The liability is measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

### Defined contribution superannuation expense

Contributions to defined contribution superannuation plans are expensed in the period in which they are incurred

# Council on the Ageing (Vic) Inc.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

	Note	2017	2016
		\$	\$
<b>Note 2: Revenue</b>			
<b>Operating Activities</b>			
- Program fees		11,041	16,864
- Membership, commissions and sales		255,575	241,041
- Conference income		-	22,836
- Investment income	2 (a)	46,253	46,251
- Grant income		2,556,463	2,408,160
- Other revenue	2 (b)	16,116	48,605
- Loss on Disposal of Assets		-	-
		<u>2,885,449</u>	<u>2,783,757</u>
(a) Interest from other persons		46,253	46,251
(b) Other sundry income		16,116	48,605
<b>Note 3: Current Assets - Cash and Cash Equivalents</b>			
Cash on hand		500	500
Cash at bank		2,075,453	1,887,035
		<u>2,075,953</u>	<u>1,887,535</u>
<b>Note 4: Current Assets - Trade and Other Receivables</b>			
<b>CURRENT</b>			
Trade receivables		114,447	1,272
		<u>114,447</u>	<u>1,272</u>
<b>Note 5: Current Assets - Other Assets</b>			
<b>CURRENT</b>			
Accrued income		14,049	12,388
Undeposited Funds		1,000	-
Prepayments		6,206	5,055
		<u>21,255</u>	<u>17,443</u>

# Council on the Ageing (Vic) Inc.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

	Note	2017 \$	2016 \$
<b>Note 6: Non Current Assets - Property Plant and Equipment</b>			
Furniture fixtures and fittings			
At Cost		69,585	63,880
Less Accumulated Depreciation		(56,619)	(53,628)
Total Furniture fixtures and fittings		12,966	10,252
Motor vehicles			
At Cost		43,741	82,116
Less Accumulated Depreciation		(43,741)	(82,116)
Total motor vehicles		-	-
Office equipment			
At Cost		40,911	40,911
Less Accumulated Depreciation - at cost		(37,093)	(34,555)
Total office equipment		3,818	6,356
Computer equipment			
At Cost		129,106	126,266
Less Accumulated Depreciation - at cost		(114,759)	(106,282)
Total computer equipment		14,347	19,984
Total property, plant and equipment		31,130	36,592
<b>Note 7: Current Liabilities -Trade and Other Payables</b>			
CURRENT			
GST		69,738	42,576
Sundry creditors and accruals		19,394	11,988
PAYG Liability		19,074	11,159
Accounts Payable		21,221	17,809
Credit Cards		1,388	-
Member fees		34	-
		130,849	83,532
<b>Note 8: Provisions</b>			
Current Employee Benefits		190,433	176,483
Non Current Employee Benefits		58,636	57,130
		249,069	233,613

# Council on the Ageing (Vic) Inc.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

	Note	2017 \$	2016 \$
<b>Note 9: Current Liabilities - Grants in Advance</b>			
<b>CURRENT</b>			
Department of Health and Human Services:			
- Minor Capital Work		69,999	56,945
- COTA 50+ Consumer Survey		-	83,000
LLLS - Program Fees		6,000	6,000
Consumer Directed Care- COTA Australia – Home Care Today		-	16,668
Home Care Short Course - COTA Australia		3,320	4,926
Seniors Rights Victoria:			
Department of Health and Human Services		149,659	166,239
Victoria Legal Aid		250,694	232,619
Equity Trustees (ANZ Trustees Ltd) – Community inclusion – Aged Friendly Victoria		-	76,462
Equity Trustee Trustees - The Wicking Trust – Knowledge Management		64,265	24,216
Department of Premier and Cabinet - Family Violence Sector Capacity Building Project		51,832	-
State Trustees Australia Foundation – Ageing Disability & Mental Health Collaborative Panel		65,775	57,782
State Trustees Australia Foundation – Scoping Project		16,241	50,725
Southern Metropolitan Cemeteries Trust – Research Project		-	30,000
Victorian Women’s Benevolent Trust – Older Women’s Safety		-	19,893
RACV Community Foundation – Aged Friendly Training		-	20,000
Department of Health and Human Services			
- End of Life Conversations		89,100	-
- Elder Abuse Prevention Network Project		194,650	-
- SRV Training		50,000	-
Piloting Aged Care Advice – COTA Australia		5,000	-
State Trustees Australia Foundation– Elder Abuse Prevention Network Action Research Project		84,973	-
Miscellaneous		21,487	8,685
		1,122,995	854,160

# Council on the Ageing (Vic) Inc.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

	2017 \$	2016 \$
<b>Note 10: Cash flow Information</b>		
a) Reconciliation of cash		
Cash at the end of the period as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:		
Cash on hand	500	500
Cash at Bank	341,041	315,714
At call deposits with financial institutions	1,734,412	1,571,321
	<u>2,075,953</u>	<u>1,887,535</u>
b) Reconciliation surplus after income tax to net cash from operating activities		
Operating surplus	(31,666)	(37,527)
Non cash flows in operating surplus		
Depreciation	14,006	15,022
Loss on disposal of property plant & equipment	-	-
Changes in assets & liabilities		
(Increase) / decrease in receivables	(115,836)	18,856
(Increase) / decrease in prepayments	(1,150)	32,856
Increase /(decrease) in trade creditors	47,317	(59,895)
Increase /(decrease) in grants in advance	268,835	83,688
Increase /(decrease) in provision for employee entitlements	15,456	23,431
	<u>196,963</u>	<u>76,431</u>
Net cash provided by operating activities	<u>196,963</u>	<u>76,431</u>

### 11. Events Subsequent to Reporting Date

Council on the Ageing (Vic) Inc. has signed a new lease and will be relocating its registered office. Whilst the value of some fixed assets held at year end are considered impaired as a result of this relocation, the amount overall is considered insignificant.

Whilst a contingent liability may exist at year end to cover the costs to bring the leased premises back to its state when originally leased, Council on the Ageing (Vic) Inc. are of the opinion that some of this will be offset by specific grants provided to assist with the relocation of offices.

# Council on the Ageing (Vic) Inc.

## 12 Association Details

### Registered office

The registered office of the association is:

Council on the Ageing (Vic) Inc.  
4th Floor Block Arcade  
98 Elizabeth Street  
Melbourne Victoria 3000

# Council on the Ageing (Vic) Inc.

## OFFICERS DECLARATION

In the officers' opinion:

the incorporated association is not a reporting entity because there are no users dependent on general purpose financial statements. Accordingly, as described in note 1 of the financial statements, the attached special purpose financial statements have been prepared for the purposes of complying with the Associations Incorporation Reform Act 2012;

the attached financial statements and notes thereto comply with the Accounting Standards as described in note 1 of the financial statements;

the attached financial statements and notes thereto give a true and fair view of Council on the Ageing (Vic) Inc. financial position as at 30 June 2017 and of its performance for the financial year ended on that date; and

there are reasonable grounds to believe that the incorporated association will be able to pay its debts as and when they become due and payable.

On behalf of the officers



Cathy Mead (President)



Graeme Bird (Treasurer)

Dated this 19<sup>th</sup> day of October 2017

Dated this 19<sup>th</sup> day of October 2017



INDEPENDENT AUDIT REPORT TO THE MEMBERS OF **COUNCIL ON THE AGEING (VIC) INC.**

**Report on the Financial Report**

We have audited the accompanying financial report, being a special purpose financial report, of Council on the Ageing (Vic) Inc., which comprises the balance sheet as at 30 June 2017, the Statement of Comprehensive Income, Statement of Cash Flows, a summary of significant accounting policies, other explanatory notes and the statement by members of the committee.

**Committee's Responsibility for the Financial Report**

The committee of the association is responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are consistent with the financial reporting requirements of the Associations Incorporation Act of Victoria and are appropriate to meet the needs of the members. The committee's responsibilities also include establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

**Auditor's Responsibility**

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members for the purpose of fulfilling the committee's financial reporting under the Associations Incorporation Act of Victoria. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

# Council on the Ageing (Vic) Inc.

## **INDEPENDENT AUDIT REPORT TO THE MEMBERS OF COUNCIL ON THE AGEING (VIC) INC.**

### Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

### Auditor's Opinion

In our opinion, the financial report of Council on the Ageing (Vic) Inc. presents fairly, in all material respects the financial position of Council on the Ageing (Vic) Inc. as of 30 June 2017 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.

RYECROFTS PTY LTD

Terry Vail  
Director

Dated this      day of October 2017

# Council on the Ageing (Vic) Inc.

## SUBMISSION OF FINANCIAL STATEMENTS TO ANNUAL GENERAL MEETING

I, Graeme Bird (Treasurer), being a member of the committee of Council on the Ageing (Vic) Inc. certify that:

I attended the annual general meeting of Council on the Ageing (Vic) Inc. on the 22<sup>nd</sup> day of November 2017 and the financial statements of the association for the year ending on 30 June 2017 were submitted to the members of the association at that annual general meeting.



.....  
Graeme Bird (Treasurer)

Dated this 22<sup>nd</sup> day of November 2017