



**AUTISM ADVISORY & SUPPORT SERVICE
INCORPORATED**

A.B.N. 63 073 684 085

**Financial Report
for the year ended
30 June 2018**

AUTISM ADVISORY & SUPPORT SERVICE INCORPORATED

A.B.N. 63 073 684 085

SPECIAL PURPOSE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

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AUTISM ADVISORY & SUPPORT SERVICE INCORPORATED

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COMMITTEE'S REPORT

Your committee members submit the financial report of Autism Advisory & Support Service Incorporated for the financial year ended 30 June 2018.

COMMITTEE MEMBERS

The names of committee members throughout the year and at the date of this report are:

Nadia Napoletano
Fiona Zammit
Dominic Pelle
Grace Fava
Bassema Ghaznavi
Anne-Marie Elias
Laurie Fergusson
Susan Dinkha

PRINCIPAL ACTIVITIES

The principal activities of the association during the financial year were to provide therapies to children with autism and unbiased advice and support to parents, carers and teachers of those affected with autism, and to empower children and adults with autism and their families through knowledge and support.

SIGNIFICANT CHANGES

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

OPERATING RESULT

The deficit for the 2018 financial year amounted to \$149,684.

Signed in accordance with a resolution of the Members of the Committee.



.....
Nadia Napoletano



.....
Fiona Zammit

Dated this 22nd day of November, 2018.

AUTISM ADVISORY & SUPPORT SERVICE INCORPORATED
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INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED 30 JUNE 2018

	2018	2017
	\$	\$
INCOME		
Program Activities	1,346	4,932
Donations	32,589	57,692
Expo Income	2,946	9,524
Fundraising	17,072	50,450
Grants	153,204	610,570
Interest	5,747	8,109
Management and Administration Fees	253,571	90,228
Rent	400	18,500
Sensory Toys Sales	36,887	39,993
Sponsorship Income	220	500
Training and Presentation Fees	5,210	3,728
Therapy Income	744,943	251,585
Other Income	2,207	1,674
	<u>1,256,342</u>	<u>1,147,485</u>
EXPENDITURE		
Activity Expenses	2,434	8,652
Audit and Legal Fees	7,988	4,500
Bank Charges	737	936
Consultants	1,600	10,000
Contractors	1,480	2,571
Depreciation	27,864	26,276
Equipment Rental	929	2,787
Expo Costs	3,123	4,173
Filing Fees	191	188
Fundraising Expenses	2,794	22,993
Gifts	2,022	2,771
Insurance	7,471	8,310
Interest	172	-
Library Books	-	29
Management Fees	253,571	90,228
Meeting Expenses	1,343	1,794
Memberships and Subscriptions	1,244	1,893
Office Equipment	2,215	2,489
Office Stationery & Printing	3,401	5,259
Photocopier Expenses	2,793	3,256
Postage and Shipping	574	3,535
Program Costs	8,743	19,212
Recruitment	1,224	896
Rent Expense	-	15,000
Repairs & Maintenance	13,351	17,672
Resources Purchased/Donated and iPads	575	1,853
Room Hire	545	-
Salaries and Wages	913,778	717,230

The accompanying notes form part of these financial statements.

AUTISM ADVISORY & SUPPORT SERVICE INCORPORATED
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INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED 30 JUNE 2018

	2018	2017
	\$	\$
Sensory Toys Purchases	25,824	32,035
Staff Training & Welfare	10,858	7,782
Staff Uniforms	747	708
Superannuation	85,877	66,865
Telephone & Internet	12,759	16,707
Therapy Donations	3,282	-
Travel Expenses	907	949
Utilities	2,796	2,215
Volunteer Expenses	814	1,235
Workshop Expenses	-	578
	1,406,026	1,103,577
SURPLUS/(DEFICIT) FOR THE YEAR	(149,684)	43,908
Retained Profits at the beginning of the Financial Year	587,028	543,120
Retained Profits at the end of the Financial Year	437,344	587,028

The accompanying notes form part of these financial statements.

AUTISM ADVISORY & SUPPORT SERVICE INCORPORATED
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BALANCE SHEET
AS AT 30 JUNE 2018

	Note	2018 \$	2017 \$
CURRENT ASSETS			
Cash	2	230,037	417,807
Receivables	3	28,826	17,401
Inventories	4	31,928	23,557
TOTAL CURRENT ASSETS		290,791	458,765
NON-CURRENT ASSETS			
Property, plant and equipment	5	217,556	245,421
TOTAL NON-CURRENT ASSETS		217,556	245,421
TOTAL ASSETS		508,347	704,186
CURRENT LIABILITIES			
Payables	6	71,003	117,158
TOTAL CURRENT LIABILITIES		71,003	117,158
NON-CURRENT LIABILITIES			
TOTAL NON-CURRENT LIABILITIES		-	-
TOTAL LIABILITIES		71,003	117,158
NET ASSETS		437,344	587,028
MEMBERS FUNDS			
Retained Surplus		437,344	587,028
TOTAL MEMBERS FUNDS		437,344	587,028

The accompanying notes form part of these financial statements.

AUTISM ADVISORY & SUPPORT SERVICE INCORPORATED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

NOTE 1 - STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the *Associations Incorporation Act (NSW) 2009*. The Committee have determined that the association is not a reporting entity.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values.

The following material accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this report:

a. Income Tax

The association has been granted an Income Tax Exemption and is exempt from income tax under the Income Tax Assessment Act 1997.

b. Property Plant & Equipment

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all PPE is 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 amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

c. Impairment of Assets

At the end of each reporting period, the committee reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised in the income and expenditure statement.

d. Provisions

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of end of the reporting period.

e. Cash on Hand

Cash on hand includes cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

f. Accounts Receivable and Other Debtors

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

NOTE 1 - STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

g. Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

If conditions are attached to the grant that must be satisfied before the association is eligible to receive the contribution, recognition of the grant as revenue will be deferred until those conditions are satisfied.

All revenue is stated net of the amount of goods and services tax.

h. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the balance sheet.

i. Accounts and Other Payables

Accounts payable and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

AUTISM ADVISORY & SUPPORT SERVICE INCORPORATED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

	2018	2017
	\$	\$
NOTE 2 - CASH		
Cash on Hand	800	820
Cash at Bank	229,237	416,987
	<u>230,037</u>	<u>417,807</u>
NOTE 3 - RECEIVABLES		
Accounts Receivable	-	4,800
Other Debtors	27,031	10,947
Prepaid Insurance	1,795	1,654
	<u>28,826</u>	<u>17,401</u>
NOTE 4 - INVENTORIES		
Sensory Toys	31,928	23,557
	<u>31,928</u>	<u>23,557</u>
NOTE 5 - PROPERTY, PLANT AND EQUIPMENT		
Buildings	108,922	108,922
Less Accumulated Depreciation	(20,423)	(9,561)
	<u>88,499</u>	<u>99,362</u>
Office Equipment	38,286	38,286
Less Accumulated Depreciation	(22,383)	(16,721)
	<u>15,903</u>	<u>21,565</u>
Outdoor Equipment & Toys	87,067	87,067
Less Accumulated Depreciation	(81,569)	(77,833)
	<u>5,498</u>	<u>9,234</u>
Leasehold Improvements	152,074	152,074
Less Accumulated Depreciation	(44,418)	(36,814)
	<u>107,656</u>	<u>115,260</u>
	<u>217,556</u>	<u>245,421</u>
NOTE 6 - PAYABLES		
Creditors and Accruals	7,063	24,682
Wages and Payroll Deductions Payable	21,762	58,206
GST Payable	(583)	5,947
Funding in Advance	42,761	28,323
	<u>71,003</u>	<u>117,158</u>

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

NOTE 7 - Additional information to be furnished under the Charitable Fundraising Act 1991

Autism Advisory & Support Service Incorporated received a total of \$49,881 (2017: \$108,642) from donations and sponsorships that constituted fundraising appeals. These funds were used to provide therapies to children with autism and unbiased advice and support to parents, carers and teachers of those affected with autism, and to empower children with autism and their families through knowledge and support.

Comparative Information	2018	2017
	%	%
Total costs of fundraising to gross income from fundraising	6%	21
Net surplus from fundraising to gross income from fundraising	94%	79
Total fundraising income utilised to total expenses	4%	10
Total fundraising income utilised to gross income	4%	9

AUTISM ADVISORY & SUPPORT SERVICE INCORPORATED

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STATEMENT BY MEMBERS OF THE COMMITTEE

The committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee the financial report:

1. Presents a true and fair view of the financial position of Autism Advisory & Support Service Incorporated as at 30 June 2018 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Autism Advisory & Support Service Incorporated will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the committee and is signed for and on behalf of the committee by:



.....
Nadia Napoletano



.....
Fiona Zammit

Dated this 22nd day of November, 2018

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUTISM ADVISORY AND SUPPORT SERVICE INCORPORATED

Opinion

We have audited the accompanying financial report, being a special purpose financial report, of Autism Advisory and Support Service Incorporated (the Association), which comprises the balance sheet as at 30 June 2018, the income and expenditure statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the statement by members of the committee.

In our opinion, the financial report presents fairly, in all material respects, the financial position of Autism Advisory and Support Service Incorporated as of 30 June 2018 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Basis of Accounting

Without modifying our opinion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for distribution to members for the purpose of fulfilling the committee's financial reporting obligations under the *Associations Incorporation Act 2009*. As a result, the financial report may not be suitable for another purpose.

The Responsibility of the committee 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 appropriate to meet the financial reporting requirements of the *Associations Incorporation Act 2009* and are appropriate to meet the needs of the members. The committee's responsibility also includes establishing and maintaining internal control as the committee and management determines is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

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Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on the requirements of the NSW Charitable Fundraising Act 1991 and the Charitable Fundraising Regulation 2015

We have audited the financial report as required by Section 24(2) of the *Charitable Fundraising Act 1991*. Our procedures included obtaining an understanding of the internal control structure for fundraising appeal activities and examination, on a test basis, of evidence supporting compliance with the accounting and associated record keeping requirements for fundraising appeal activities pursuant to the *Charitable Fundraising Act 1991* and the *Charitable Fundraising Regulation 2015*.

Because of the inherent limitations of any assurance engagement, it is possible that fraud, error or non-compliance may occur and be detected. An audit is not designed to detect all instances of non-compliance with the requirements described in the above-mentioned Act and Regulation as an audit is not performed continuously throughout the period and the audit procedures performed in respect to compliance with these requirements are undertaken on a test basis.

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



Opinion Pursuant to the Charitable Fundraising Act 1991

In our opinion:

- (a) the special purpose financial report presents fairly a view of the financial result of fundraising appeal activities for the financial year ended 30 June 2018;
- (b) the special purpose financial report has been properly drawn up, and the associated records have been properly kept for the year ended 30 June 2018, in accordance with the *Charitable Fundraising Act 1991* and Regulation;
- (c) money received as a result of fundraising appeal activities conducted during the year ended 30 June 2018 has been properly accounted for and applied in accordance with the *Charitable Fundraising Act 1991* and Regulation; and
- (d) there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

Hill Rogers

Assurance Partners



Brett Hanger

Partner

Dated at Sydney, this 22nd day of November 2018



AUTISM ADVISORY & SUPPORT SERVICE INCORPORATED

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CERTIFICATE BY MEMBERS OF THE COMMITTEE

We, Nadia Napoletano of Prestons, NSW and Fiona Zammit of Cecil Hills, NSW, certify that:

- a. We attended the annual general meeting of the association held on 11th December, 2018.
- b. The financial statements for the year ended 30 June, 2018 were submitted to the members of the association at its annual general meeting.



.....
Nadia Napoletano



.....
Fiona Zammit

Dated this 11th day of December, 2018