



**AUTISM ADVISORY & SUPPORT SERVICE
INCORPORATED**

A.B.N. 63 073 684 085

**Financial Report
for the year ended
30 June 2019**

AUTISM ADVISORY & SUPPORT SERVICE INCORPORATED

A.B.N. 63 073 684 085

SPECIAL PURPOSE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2019

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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 2019.

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 surplus for the 2019 financial year amounted to \$57,650.

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

Nadia Napoletano

Fiona Zammit

Dated this 3rd day of October, 2019.

AUTISM ADVISORY & SUPPORT SERVICE INCORPORATED
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INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED 30 JUNE 2019

	2019	2018
	\$	\$
INCOME		
Program Activities	2,505	1,346
Donations	52,684	32,589
Expo Income	182	2,946
Fundraising	68,070	17,072
Grants	88,358	153,204
Interest	5,252	5,747
Management and Administration Fees	354,892	253,571
Rent	-	400
Sensory Toys Sales	28,126	36,887
Sponsorship Income	7,600	220
Training and Presentation Fees	5,112	5,210
Therapy Income	1,031,891	744,943
Other Income	1,615	2,207
	<u>1,646,287</u>	<u>1,256,342</u>
EXPENDITURE		
Activity Expenses	835	2,434
Audit and Legal Fees	4,700	7,988
Bad Debts	2,760	-
Bank Charges	1,113	737
Consultants	-	1,600
Contractors	2,945	1,480
Depreciation	26,206	27,864
Equipment Rental	-	929
Expo Costs	738	3,123
Filing Fees	195	191
Fundraising Expenses	29,581	2,794
Gifts	2,209	2,022
Insurance	8,546	7,471
Interest	996	172
Management Fees	354,892	253,571
Meeting Expenses	825	1,343
Memberships and Subscriptions	1,204	1,244
Office Equipment	1,204	2,215
Office Stationery & Printing	4,221	3,401
Photocopier Expenses	4,628	2,793
Postage and Shipping	299	574
Program Costs	9,052	8,743
Recruitment	11,261	1,224
Repairs & Maintenance	15,276	13,351
Resources Purchased/Donated and iPads	223	575
Room Hire	-	545
Salaries and Wages	947,353	913,778
Sensory Toys Purchases	17,208	25,824

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 2019

	2019	2018
	\$	\$
Staff Training & Welfare	4,268	10,858
Staff Uniforms	290	747
Superannuation	88,235	85,877
Telephone & Internet	13,378	12,759
Therapy Donations	3,084	3,282
Travel Expenses	953	907
Utilities	3,043	2,796
Volunteer Expenses	969	814
Workers Compensation	25,947	-
	<u>1,588,637</u>	<u>1,406,026</u>
SURPLUS/(DEFICIT) FOR THE YEAR	57,650	(149,684)
Retained Profits at the beginning of the Financial Year	437,344	587,028
Retained Profits at the end of the Financial Year	<u>494,994</u>	<u>437,344</u>

The accompanying notes form part of these financial statements.

AUTISM ADVISORY & SUPPORT SERVICE INCORPORATED
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BALANCE SHEET
AS AT 30 JUNE 2019

	Note	2019 \$	2018 \$
CURRENT ASSETS			
Cash	2	329,506	230,037
Receivables	3	50,683	28,826
Inventories	4	29,667	31,928
TOTAL CURRENT ASSETS		409,856	290,791
NON-CURRENT ASSETS			
Property, plant and equipment	5	195,150	217,556
TOTAL NON-CURRENT ASSETS		195,150	217,556
TOTAL ASSETS		605,006	508,347
CURRENT LIABILITIES			
Payables	6	110,012	71,003
TOTAL CURRENT LIABILITIES		110,012	71,003
NON-CURRENT LIABILITIES			
TOTAL NON-CURRENT LIABILITIES		-	-
TOTAL LIABILITIES		110,012	71,003
NET ASSETS		494,994	437,344
MEMBERS FUNDS			
Retained Surplus		494,994	437,344
TOTAL MEMBERS FUNDS		494,994	437,344

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 2019

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 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 2019

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 2019

	2019	2018
	\$	\$
NOTE 2 - CASH		
Cash on Hand	800	800
Cash at Bank	328,706	229,237
	<u>329,506</u>	<u>230,037</u>
NOTE 3 - RECEIVABLES		
Other Debtors	48,714	27,031
Prepaid Insurance	1,969	1,795
	<u>50,683</u>	<u>28,826</u>
NOTE 4 - INVENTORIES		
Sensory Toys	29,667	31,928
	<u>29,667</u>	<u>31,928</u>
NOTE 5 - PROPERTY, PLANT AND EQUIPMENT		
Buildings	108,922	108,922
Less Accumulated Depreciation	(31,286)	(20,423)
	<u>77,636</u>	<u>88,499</u>
Office Equipment	42,086	38,286
Less Accumulated Depreciation	(28,290)	(22,383)
	<u>13,796</u>	<u>15,903</u>
Outdoor Equipment & Toys	87,067	87,067
Less Accumulated Depreciation	(83,402)	(81,569)
	<u>3,665</u>	<u>5,499</u>
Leasehold Improvements	152,074	152,074
Less Accumulated Depreciation	(52,021)	(44,418)
	<u>100,053</u>	<u>107,656</u>
	<u>195,150</u>	<u>217,556</u>
NOTE 6 - PAYABLES		
Creditors and Accruals	45,532	7,063
Wages and Payroll Deductions Payable	44,490	21,762
GST Payable	1,845	(583)
Funding in Advance	17,387	42,761
Funds Held	758	-
	<u>110,012</u>	<u>71,003</u>

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

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

Autism Advisory & Support Service Incorporated received a total of \$128,353 (2018: \$49,881) 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 and adults with autism and their families through knowledge and support.

Comparative Information	2019	2018
	%	%
Total costs of fundraising to gross income from fundraising	23%	6%
Net surplus from fundraising to gross income from fundraising	77%	94%
Total fundraising income utilised to total expenses	8%	4%
Total fundraising income utilised to gross income	8%	4%

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 2019 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 3rd day of October, 2019

Independent Auditor's Report to the Members of Autism Advisory and Support Service Incorporated

Report on the Audit of the Financial Report

Opinion

We have audited the 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 2019, 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 at 30 June 2019 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 auditor independence requirements and 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.

Emphasis of Matter - Basis of Accounting

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. Our opinion is not modified in respect of this matter.

Responsibilities 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 we have determined that the accounting policy 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 Incorporations Act 2009* and are appropriate to meet the needs of the members. The committee's responsibility also includes establishing and maintaining such internal control as the committee and management determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

The members of the committee are responsible for overseeing the Entity's financial reporting process.

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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 the 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 this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement 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 Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by those charged with governance.
- Conclude on the appropriateness of the directors' 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 Entity'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 Entity 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 those charged with governance 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*.

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Because of the inherent limitations of any assurance engagement, it is possible that fraud, error or non-compliance may occur and not 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 2019;
- 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 2019, 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 2019 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.

Nexia Sydney Audit Pty Limited



Brett Hanger

Director

Dated at Sydney, this 15th day of October 2019

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 9th December, 2019.
- b. The financial statements for the year ended 30 June, 2019 were submitted to the members of the association at its annual general meeting.



.....
Nadia Napoletano



.....
Fiona Zammit

Dated this 9th day of December, 2019