

# **CEREBRAL PALSY SUPPORT NETWORK INC.**

Registration number A0035517V

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

**Cerebral Palsy Support Network Inc.**  
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**For the year ended 30 June 2019**

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**Cerebral Palsy Support Network Inc.  
Members of the Board of Governance Report  
30 June 2019**

The Members of the Board of Governance submit their report, together with the financial statements, on the Association for the year ended 30 June 2019.

**Board Members**

President	Cadeyrn Gaskin
Vice President	Mathew Tsang
Treasurer	Richard Halpin
Secretary	Claire MacFarlane
General Member	Sue Vidler
General Member	Fiona Palmer
General Member	Tara Eaton

Cerebral Palsy Support Network Inc., incorporated and domiciled in Australia, is an Association. The address of the registered office and principal place of business is Shop 3, 225-227 Sydney Road, Coburg.

**Principal activities**

The Cerebral Palsy Support Network Inc. provides information and support to individuals with CP and their families.

The Cerebral Palsy Support Network provide essential support services and help to empower individuals with CP and their families to exercise choice and control in their lives.

The ongoing objective of the Association is to share knowledge, create connections and provide support in partnership with members. CPSN specialises solely in providing CP specific information, resources, and support and services across all life transitions from birth through to ageing.

**Significant changes**

There were no significant changes in the nature of these activities during the year.

**Post reporting date events**

No matters or circumstances have arisen subsequent to the end of the financial year which significantly affected or may significantly affect the operations of the Association and the results of those operations.

**Likely developments in the operations**

Likely developments in the operations of the Association and the expected results of those operations in future financial years have not been included in this report as the inclusion of such information is likely to result in unreasonable prejudice to the Association.

**Operating result**

The Association generated a profit for the year ended 30 June 2019 which amounted to \$66,281.

The Association's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory.

No person has applied for leave of Court to bring proceedings on behalf of the Association or intervene in any proceedings to which the Association is a part for the purpose of taking responsibility on behalf of the Association for all or any part of those proceedings. The Association was not party to any such proceedings during the year.

Signed in accordance with a resolution of the of the Members of the Board of Governance and on behalf of the Board of Governance by:



President



Vice President

**Cerebral Palsy Support Network Inc.**  
**Statement of Profit or Loss and other Comprehensive Income**  
**For the year ended 30 June 2019**

	2019 \$	2018 \$
<b>Income</b>		
Sales	7,707,455	6,662,136
Donations	17,849	7,208
Interest received	5,134	236
Grants – Department of Human Services	75,698	54,151
Grants – Other	36,952	-
Other income	71,016	227
<b>Total income</b>	<u>7,914,104</u>	<u>6,723,958</u>
<b>Expenses</b>		
Accounting and audit fees	3,527	3,000
Advertising and promotion	58,418	24,085
Bank fees and charges	2,712	3,314
Committee /AGM expenses	6,646	4,602
CRM	86,453	57,290
Depreciation – office equipment	44,605	15,406
Depreciation – website	-	16,705
Insurance	483	504
IT and telecommunication	52,303	46,502
Office supplies	12,623	11,787
Postage and delivery	924	3,257
Printing	4,657	5,662
Occupancy costs	115,975	92,095
Service centre costs	17,469	5,514
Staff amenities	7,157	5,601
Staff training	31,013	20,244
Subscriptions	1,634	-
Sundry expenses	6,917	6,087
Superannuation	585,826	501,862
Wages and salaries	6,433,068	5,662,407
Consultants and contractors	72,374	-
Workcover	131,866	107,426
Quality audit	7,220	855
Leave liability	88,875	(17,006)
Legal	8,246	2,945
Relocation costs	-	19,362
Recruitment	11,871	21,079
Repairs and maintenance	16,304	-
Travel	3,112	-
Provision for impairment of receivables	35,545	(5,928)
<b>Total expenses</b>	<u>7,847,823</u>	<u>6,614,657</u>
<b>Profit for the year</b>	<u>66,281</u>	<u>109,301</u>
Retained profits at the beginning of the financial year	869,073	759,772
<b>Total comprehensive Income for the financial year</b>	<u>935,354</u>	<u>869,073</u>

*The accompanying notes form part of this financial report*

Cerebral Palsy Support Network Inc.  
Statement of Financial Position  
As at 30 June 2019

	Note	2019 \$	2018 \$
<b>Assets</b>			
Cash and cash equivalents	2	961,905	660,701
Receivables	3	421,555	649,380
Other assets	4	65,116	91,251
Total current assets		<u>1,448,576</u>	<u>1,401,332</u>
<b>Non-current assets</b>			
Property, plant and equipment	5	79,260	91,768
Intangible asset –CRM/software	5a	32,150	45,649
Total non-current assets		<u>111,410</u>	<u>137,417</u>
<b>Total assets</b>		<u>1,559,986</u>	<u>1,538,749</u>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	6	169,688	136,878
Other liabilities	7	249,863	404,186
Provisions	8	166,973	77,802
Amounts received in advance	9	38,108	50,810
Total current liabilities		<u>624,632</u>	<u>669,676</u>
<b>Total liabilities</b>		<u>624,632</u>	<u>669,676</u>
<b>Net assets</b>		<u>935,354</u>	<u>869,073</u>
<b>Members' Funds</b>			
Retained earnings		<u>935,354</u>	<u>869,073</u>
<b>Total members' funds</b>		<u>935,354</u>	<u>869,073</u>

*The accompanying notes form part of this financial report*

**Cerebral Palsy Support Network Inc.**  
**Statement of Members' Funds**  
**For the year ended 30 June 2019**

	<b>Retained Earnings</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>
<b>30 June 2019</b>		
Balance at 1 July 2018	869,073	869,073
Profit for the year	66,281	66,281
	<hr/>	<hr/>
Balance at 30 June 2019	<u>935,354</u>	<u>935,354</u>

	<b>Retained Earnings</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>
<b>30 June 2018</b>		
Balance at 1 July 2017	759,772	759,772
Profit for the year	109,301	109,301
	<hr/>	<hr/>
Balance at 30 June 2018	<u>869,073</u>	<u>869,073</u>

*The accompanying notes form part of this financial report*

**Cerebral Palsy Support Network Inc.**  
**Statement of Cash Flows**  
**For the year ended 30 June 2019**

	Note	2019 \$	2018 \$
<b>Cash flows from operating activities</b>			
Receipts from customers		8,063,716	6,792,715
Payments to suppliers and employees		(7,752,435)	(6,483,311)
Interest received		5,130	236
Net cash generated from operating activities		<u>316,411</u>	<u>309,640</u>
<b>Cash flows from investing activities</b>			
Payments for property, plant and equipment		<u>(15,207)</u>	<u>(112,130)</u>
Net cash used in investing activities		<u>(15,207)</u>	<u>(112,130)</u>
Net increase in cash and cash equivalents		301,204	197,510
Cash and cash equivalents at the beginning of the financial year		<u>660,701</u>	<u>463,191</u>
<b>Cash and cash equivalents at the end of the financial year</b>	2	<u>961,905</u>	<u>660,701</u>

*The accompanying notes form part of this financial report*

## Note 1. Statement of significant accounting policies

### General information

Cerebral Palsy Support Network Inc. is an association incorporated under the *Associations Incorporation Reform Act 2012*.

Cerebral Palsy Support Network Inc. is a not-for-profit organisation providing information and support services to people living with cerebral palsy and their families.

The financial statements for the year ended 30 June 2019 were approved and authorised for issue by the Board of Governance.

### Financial reporting framework

This financial report is a special purpose financial report prepared to satisfy the financial reporting requirements of the Australian Accounting Standards and the *Associations Incorporation Reform Act 2012*. The Board of Governance has determined that Cerebral Palsy Support Network Inc. (the Association) is not a reporting entity.

### Statement of compliance

The financial statements have been prepared in accordance with the requirements of the *Associations Incorporation Reform Act 2012*, the recognition and measurement requirements specified by Australian Accounting Standards and Interpretations. The following Accounting Standards and Interpretations have been applied for the Special Purpose Financial Reporting for 2019:

- AASB 101 Presentation of Financial Statements
- AASB 107 Statement of Cash Flows
- AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors
- AASB 1048 Interpretation of Standards
- AASB 1053 Application of Tiers of Australian Accounting Standards
- AASB 1054 Australian Additional Disclosures
- AASB 1057 Application of Australian Accounting Standards

### New and amended standards adopted by the Association

A number of Australian Accounting Standards and Interpretations are in issue but are not effective for the current year end. The reported results and position of the Association will not change on adoption of these pronouncements as they do not result in any changes to the Association's existing accounting policies. Adoption will, however, result in changes to information currently disclosed in the financial statements. The Association does not intend to adopt any of these pronouncements before their effective dates.

### Basis of preparation

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money value or, except where specifically stated, current valuations of non-current assets.

All amounts are presented in Australian dollars, unless otherwise stated

In the application of the Association's accounting policies, the Board of Governance are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

The following significant accounting policies have been adopted in the preparation and presentation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.



**(a) Property, Plant and equipment**

Leasehold improvements and office equipment are stated at historical cost less accumulated depreciation and impairment. Historical cost includes expenditure that is directly attributable to the acquisition of the items. Depreciation is calculated on a straight-line basis to write off the net cost of each item of property, plant and equipment over their expected useful lives.

The following rates of depreciation have been applied:

- Office equipment and computers 33.3%
- Leasehold improvements 20%
- Website 33.3%
- Software 33.3%
- CRM 20%

In 2019, the remaining useful life of the CRM was reassessed and consequently, the rate of depreciation for the remaining balance has been changed to 20% (33.3% in 2018). The impact of this on the profit and loss has been to reduce the 2019 depreciation expense by \$8,705 and will result in depreciation of \$13,090 and \$8,737 in 2020 and 2021, respectively.

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.

**(b) 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.

**(c) Income tax**

No provision for income tax has been made as the Association is exempt from income tax under Division 50 of the *Income Tax Assessment Act 1997*.

**(d) Trade and other receivables**

Receivables are initially recognised at fair value, less any allowance for expected credit losses. The Association has applied the simplified approach to measuring expected credit losses, which uses a lifetime expected loss allowance. To measure the expected credit losses, trade receivables have been grouped based on days overdue.

**(e) Revenue and other income**

Revenue is recognised at an amount that reflects the consideration to which the Association is expected to be entitled in exchange for transferring goods or services to a customer.

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 revenues is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

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

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

**(f) 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 Statement of Financial Position.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

**(g) Accounts Payable and Other Payables**

Trade 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, which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

**(h) 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 using the best estimate of amounts required to settle the obligation at the end of the reporting period.

**(i) Employee Benefits**

*Short-term employee benefits*

Liabilities for wages and salaries, including non-monetary benefits, annual leave and long service leave expected to be settled wholly within 12 months of the reporting date are measured at the amounts expected to be paid when the liabilities are settled.

*Other long-term employee benefits*

The liability for annual leave and long service leave not expected to be settled within 12 months of the reporting date are measured at the amounts expected to be paid in respect of services provided by employees up to the reporting date.

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled.

**(j) Impairment of assets**

At each reporting date, the Association reviews the carrying values of its tangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the Statement of Profit or Loss and Other Comprehensive Income.

**(k) Leases**

Leases of Property, plant and equipment, where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the Association, are classified as finance leases.

Finance leases are capitalised by recording an asset and a liability at the lower of the amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for that period.

Leased assets are depreciated on a straight-line basis over the shorter of their estimated useful lives or the lease term. Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as an expense in the period in which they are incurred.

**(l) Current and non-current classification**

Assets and liabilities are presented in the Statement of Financial Position based on current and non-current classification.

An asset is classified as current when:

- it is either expected to be realised or intended to be sold or consumed in the normal operating cycle;
- it is held primarily for the purpose of trading;
- it is expected to be realised within 12 months after the reporting period; or
- the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period.

All other assets are classified as non-current.

A liability is classified as current when:

- it is either expected to be settled in the normal operating cycle;
- it is held primarily for the purpose of trading;
- it is due to be settled within 12 months after the reporting period; or
- there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period.

All other liabilities are classified as non-current.

**(m) Comparative information**

When required by Accounting Standards, comparatives have been adjusted to conform to changes in presentation for the current year.

**(n) Significant accounting judgements, estimates and assumptions**

The preparation of the financial statements requires the committee of management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets, liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and other various factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgements. Actual results may differ from these estimates.



**Cerebral Palsy Support Network Inc.**  
**Notes to the Financial Statements**  
**30 June 2019**

The Board of Governance continually evaluates its judgements and estimates in relation to assets, liabilities, revenue and expenses. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

- . *Estimation of useful lives of assets*

The Association determines the estimated useful lives and related depreciation charges for its plant and equipment. The depreciation charge will change where the useful lives are more or less than previously estimated or where assets that have been abandoned or sold will be written off or written down.

- . *Provision for employee benefits*

The liability for employee benefits expected to be settled more than 12 months from the reporting date are recognised and measured at the present value of the estimated future cash flows to be made in respect of all employees at the reporting date. In determining the present value of the liability, estimates of attrition rates and pay increases through promotion and inflation have been taken into account.

**(o) Going Concern**

The financial statements have been prepared on a going concern basis which contemplates the continuity of normal operations and recognition of assets and liabilities in the ordinary course of business. For the year ended 30 June 2019 the Association has a positive net asset value of \$935,354. The Association has reflected a profit in the current year of \$66,281. The Board of Governance are of the opinion that the Association is able to continue to fund its operations and that the preparation of the financial statements on a going concern basis is appropriate.

**Cerebral Palsy Support Network Inc.**  
**Notes to the Financial Statements**  
**30 June 2019**

<b>Note 2. Cash and cash equivalents</b>	<b>2019</b>	<b>2018</b>
Cash at bank	\$ 961,905 <u>961,905</u>	\$ 660,701 <u>660,701</u>
<b>Note 3. Receivables</b>	<b>2019</b>	<b>2018</b>
Trade receivables	\$ 454,555	\$ 649,380
Less: Provision for impairment of receivables	(33,000) <u>421,555</u>	- <u>649,380</u>
<b>Note 4. Other assets</b>	<b>2019</b>	<b>2018</b>
Security deposits /prepayments	\$ 65,116 <u>65,116</u>	\$ 91,251 <u>91,251</u>
<b>Note 5. Property, plant and equipment</b>	<b>2019</b>	<b>2018</b>
Leasehold Improvements – at cost	\$ 95,420	\$ 90,100
Less: Accumulated depreciation	(38,154) <u>57,266</u>	(24,270) <u>65,830</u>
Plant and Equipment – at cost	54,325	44,438
Less: Accumulated depreciation	(32,331) <u>21,994</u>	(18,500) <u>25,938</u>
<b>Total Property, plant and equipment</b>	<b>79,260</b>	<b>91,768</b>
<b>Note 5a. Intangible assets</b>		
Website /Software – at cost	48,548	48,548
Less: Accumulated depreciation	(45,209) <u>3,339</u>	(44,800) <u>3,748</u>
CRM – at cost	65,450	65,450
Less: Accumulated depreciation	(36,639) <u>28,811</u>	(23,549) <u>41,901</u>
<b>Total Intangible assets</b>	<b>32,150</b>	<b>45,649</b>
<b>Total Property, plant and equipment and Intangibles</b>	<b>111,410</b>	<b>137,417</b>
<b>Note 6. Payables</b>	<b>2019</b>	<b>2018</b>
Trade payables	\$ 142,997	\$ 115,989
Accruals	26,691 <u>169,688</u>	20,889 <u>136,878</u>

**Cerebral Palsy Support Network Inc.**  
**Notes to the Financial Statements**  
**30 June 2019**

**Note 7. Other liabilities**

	2019	2018
	\$	\$
Family funds/excess	162,925	358,547
Other payables	86,938	45,639
	<u>249,863</u>	<u>404,186</u>

**Note 8. Provisions**

	2019	2018
	\$	\$
Employee benefits provision	163,677	74,802
Sundry Provisions	3,296	3,000
	<u>166,973</u>	<u>77,802</u>

**Note 9. Amounts received in advance**

	2019	2018
	\$	\$
Income in Advance	38,108	50,810
	<u>38,108</u>	<u>50,810</u>

**Note 10. Events after the reporting date**

There are no other matter or circumstance that have arisen since 30 June 2019 that has significantly affected, or may significantly affect the Association's operations, the results of those operations, or the Association's state of affairs in future financial years.

**Note 11. Remuneration of auditors**

During the financial year, the following fees (excluding GST) were paid or payable for services provided by Kidmans Partners Audit Pty Ltd:

	2019	2018
	\$	\$
<i>Audit services – Kidmans Partners Audit Pty Ltd</i>		
Audit of the financial statements	3,500	3,000
Total	<u>3,500</u>	<u>3,000</u>

**Cerebral Palsy Support Network Inc.**  
**Statement by Members of the Board of Governance**

The Board of Governance 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 Board of Governance the Statement of Profit or Loss and other Comprehensive Income, Statement of Financial Position, Statement of Cash Flows, and notes to the Financial Statements:

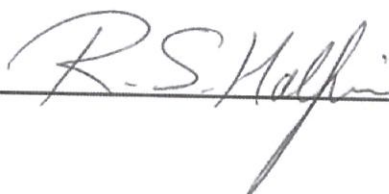
1. Presents fairly the financial position of Cerebral Palsy Support Network Inc. as at 30 June 2019 and its performance for the year ended on that date.
2. At the date of this Statement, there were reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

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

CADEYRN GASKIN  
President



RICHARD STEWART HALPIN  
Treasurer



Dated: September 26, 2019

Cerebral Palsy Support Network Inc.  
Certificate by Member of the Board of Governance  
For the year ended 30 June 2019

I, RICHARD STEWART HALPIN of  
MELBOURNE, VICTORIA,  
Certify that:

1. I attended the annual meeting of the Association held on the 17.10.2019
2. The financial statements for the year ended 30 June 2019 were submitted to the members of the Association at its annual meeting.

Dated 17/10/2019

R. S. Halpin  
Board of Governance Member