

**INTELLECTUAL DISABILITY RIGHTS SERVICE  
INCORPORATED**

**ABN: 11 216 371 524**

**Financial Report For The Year Ended  
30 June 2014**

# INTELLECTUAL DISABILITY RIGHTS SERVICE INCORPORATED

ABN: 11 216 371 524

## Financial Report For The Year Ended 30 June 2014

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**INTELLECTUAL DISABILITY RIGHTS SERVICE INCORPORATED**  
**ABN: 11 216 371 524**  
**COMMITTEE'S REPORT**

Your committee members submit the financial report of Intellectual Disability Rights Service Incorporated for the financial year ended 30 June 2014.

**Committee Members**

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

|                              |                              |
|------------------------------|------------------------------|
| Anne Bolt                    |                              |
| Karen Bevan                  |                              |
| Melissa Clements             | - resigned in December 2013  |
| Therese Griffith (Treasurer) |                              |
| Jenny Klause                 |                              |
| Edwina MacDonald             |                              |
| Haley McEwen                 | - appointed in December 2013 |
| Edwina Pickering             |                              |
| Carmelo Raspanti             |                              |
| Tamara Sims                  | - resigned in December 2013  |
| Mike Sprange (Chairman)      |                              |
| Janene Cootes (Ex-Officio)   |                              |

**Principal Activities**

The principal activity of the Association during the financial year was to advance the rights of people with an intellectual disability and to ensure that they have the same rights and the same opportunity to exercise their rights as other people in the community.

**Significant Changes**

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

**Operating Result**

The operating loss amounted to \$67,915 (2013 loss \$9,414 )

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

**Dividend**

The entity is an incorporated association and the Board is prohibited from distributing funds to members.

**Operations of the Association**

A review of the operations of the Association during the financial year and the results of those operations are as follows:

The operations of the Association during the financial year involved the receipt of grant income from various government bodies, which it used to provide legal assistance and advice, conduct education programs for people with intellectual disability and others, produce resources about the rights of people with intellectual disability and to provide support to the people with intellectual disability who are in contact with criminal justice system.

**Future Developments**

The Association intends to continue its operations as outlined above. The ability of the Association to continue its operations is dependent upon continuing financial support by state and/or Federal Government department and other parties.

**Subsequent Events**

No matters or circumstances have arisen since the end of the financial year.

**Indemnification of Auditors and Officers**

Since March 2003, Intellectual Disability Rights Service Incorporated has held a Directors and Officers Liability Insurance Policy which covers Board members and employees of the Association. The liabilities insured include costs and expenses that may be incurred in defending civil or criminal proceedings that may be brought against the officers in their capacity as officers of the Association.

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

  
Board Member (Chair)

  
Board Member

Dated this 14/10/2014.

**INTELLECTUAL DISABILITY RIGHTS SERVICE INCORPORATED**  
**ABN: 11 216 371 524**  
**INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2014**

|  | Note | 2014<br>\$            | 2013<br>\$            |
|--|------|-----------------------|-----------------------|
| <b>INCOME</b>  |      |                       |                       |
| Interest   |      | 22,268                | 32,848                |
| Commonwealth Dept of Family & Community Services               |      | 215,761               | 223,693               |
| Department of Ageing, Disability & Home Care (NSW)             |      | 996,656               | 964,990               |
| Grant - Miscellaneous  |      | 121,679               | 189,432               |
| Other Income   |      | 172,747               | 160,618               |
|  |      | <u>1,529,111</u>      | <u>1,571,581</u>      |
| <b>EXPENDITURE</b>   |      |                       |                       |
| Accounting & Bookkeeping                                       |      | 29,996                | 28,421                |
| Admin Charges  |      | 127,168               | 127,963               |
| Advertising  |      | 946                   | 4,400                 |
| Annual Leave & Maternity Leave                                 |      | 8,106                 | 4,954                 |
| Audit Fees   |      | 8,536                 | 8,682                 |
| Bank Charges   |      | 1,171                 | 1,084                 |
| Cleaning   |      | 7,487                 | 5,781                 |
| Consultancy Fees & Outsourcing                                 |      | -                     | 13,870                |
| Depreciation   |      | 18,010                | 15,131                |
| Electricity  |      | 12,343                | 11,781                |
| Host Agencies  |      | 18,303                | 20,829                |
| Hire Equipment   |      | 3,438                 | 5,026                 |
| Insurance  |      | 12,689                | 12,986                |
| Information Technology Support                                 |      | 20,154                | 13,839                |
| IT Web Maintenance   |      | 4,691                 | 1,739                 |
| Legal Cost and Disbursements                                   |      | 5,627                 | 5,835                 |
| Long Service Leave   |      | 5,121                 | 3,291                 |
| Photocopying, Printing & Stationery                            |      | 20,519                | 25,881                |
| Postage & Couriers   |      | 4,063                 | 4,457                 |
| Practising Certificates & Professional Supervision             |      | 8,489                 | 1,800                 |
| Purchase of Minor Fixed Assets & Rebuild Network               |      | 720                   | 805                   |
| Rent   |      | 74,898                | 71,922                |
| Regional Training  |      | -                     | 247                   |
| Repair & Maintenance   |      | 15,790                | 3,345                 |
| Salaries & Wages   |      | 978,178               | 941,917               |
| Staff/Volunteer Training & Continuing Education                |      | 39,892                | 51,697                |
| Storage  |      | 2,597                 | 1,976                 |
| Subscriptions & Library  |      | 15,404                | 12,300                |
| Sundry Expenses  |      | 1,441                 | 4,803                 |
| Superannuation   |      | 94,002                | 90,930                |
| Telephone  |      | 29,828                | 32,599                |
| Travelling & Accommodation Expenses                            |      | 27,419                | 41,987                |
| Website Project - L&J Making Sense                             |      | -                     | 8,717                 |
|  |      | <u>1,597,026</u>      | <u>1,580,995</u>      |
| Current year loss before income tax                            |      | (67,915)              | (9,414)               |
| Income tax expense   | 1(a) | -                     | -                     |
| Net current year surplus after income tax                      |      | <u>(67,915)</u>       | <u>(9,414)</u>        |
| <b>RETAINED SURPLUS AT THE BEGINNING OF THE FINANCIAL YEAR</b> |      | <u>318,359</u>        | <u>327,773</u>        |
| <b>RETAINED SURPLUS AT THE END OF THE FINANCIAL YEAR</b>       |      | <u><u>250,444</u></u> | <u><u>318,359</u></u> |

The accompanying notes form part of these financial statements.

**INTELLECTUAL DISABILITY RIGHTS SERVICE INCORPORATED**  
**ABN: 11 216 371 524**  
**ASSETS AND LIABILITIES STATEMENT AS AT 30 JUNE 2014**

|                                       | Note | 2014<br>\$     | 2013<br>\$     |
|---------------------------------------|------|----------------|----------------|
| <b>ASSETS</b>                         |      |                |                |
| <b>CURRENT ASSETS</b>                 |      |                |                |
| Cash on hand                          |      | 568,474        | 617,969        |
| Accounts receivable and other debtors | 2    | 42,947         | 46,776         |
| <b>TOTAL CURRENT ASSETS</b>           |      | <u>611,421</u> | <u>664,745</u> |
| <b>NON-CURRENT ASSETS</b>             |      |                |                |
| Property, plant and equipment         | 3    | 33,729         | 49,786         |
| <b>TOTAL NON-CURRENT ASSETS</b>       |      | <u>33,729</u>  | <u>49,786</u>  |
| <b>TOTAL ASSETS</b>                   |      | <u>645,150</u> | <u>714,531</u> |
| <b>LIABILITIES</b>                    |      |                |                |
| <b>CURRENT LIABILITIES</b>            |      |                |                |
| Grants received in advance            |      | 147,240        | 163,922        |
| Payables                              |      | 61,368         | 55,655         |
| Provisions                            | 4    | 78,327         | 73,945         |
| <b>TOTAL CURRENT LIABILITIES</b>      |      | <u>286,935</u> | <u>293,522</u> |
| <b>NON-CURRENT LIABILITIES</b>        |      |                |                |
| Provisions                            | 4    | 67,771         | 62,650         |
| <b>TOTAL NON-CURRENT LIABILITIES</b>  |      | <u>67,771</u>  | <u>62,650</u>  |
| <b>TOTAL LIABILITIES</b>              |      | <u>354,706</u> | <u>356,172</u> |
| <b>NET ASSETS</b>                     |      | <u>290,444</u> | <u>358,359</u> |
| <b>MEMBERS' FUNDS</b>                 |      |                |                |
| Capital reserve                       |      | 40,000         | 40,000         |
| Retained surplus                      |      | 250,444        | 318,359        |
| <b>TOTAL MEMBERS' FUNDS</b>           |      | <u>290,444</u> | <u>358,359</u> |

The accompanying notes form part of these financial statements.

INTELLECTUAL DISABILITY RIGHTS SERVICE INCORPORATED

ABN: 11 216 371 524

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

**Note 1 Summary of Significant Accounting Policies**

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act New South Wales. The committee has determined that the association is not a reporting entity.

The financial statements have been prepared on an accruals basis and are based on historic costs and do not take into account changing money values or, except where stated specifically, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of these financial statements.

**(a) Income Tax**

The Association is exempt from income tax under section 50-10 of the Income Tax Assessment Act 1997.

**(b) Property, Plant and Equipment (PPE)**

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) Employee Provisions**

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 provisions have been measured at the amounts expected to be paid when the liability is settled.

**(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 and Cash Equivalents**

Cash and cash equivalents 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.

**(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 rate method, which for floating rate financial assets is the rate inherent in the instrument.

The associations activities are supported by grants received from the federal, state and local governments. Grants received on the condition that specified services are delivered, or conditions are fulfilled, are considered reciprocal. Such grants are initially recognised as a liability and revenue is recognised as services are performed or conditions fulfilled. Revenue from nonreciprocal grants is recognised when the company obtains control of the funds.

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

**(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 assets and liabilities statement.

**Note 2 Accounts Receivable and Other Debtors**

|             | 2014          | 2013          |
|-------------|---------------|---------------|
|             | \$            | \$            |
| Receivables | 28,108        | 34,653        |
| Prepayments | 14,839        | 12,123        |
|             | <u>42,947</u> | <u>46,776</u> |

**Note 3 Property, Plant and Equipment**

|                                     | 2014          | 2013          |
|-------------------------------------|---------------|---------------|
|                                     | \$            | \$            |
| Property, Plant and Equipment       |               |               |
| At Cost                             | 248,420       | 246,467       |
| Accumulated depreciation            | -214,691      | -196,681      |
| Total Property, Plant and Equipment | <u>33,729</u> | <u>49,786</u> |

**Note 4 Provisions**

|  | 2014          | 2013          |
|--|---------------|---------------|
|  | \$            | \$            |
| <b>CURRENT LIABILITIES</b>             |               |               |
| Employee Entitlements - Annual Leave   | 78,327        | 70,222        |
| Employee Entitlements - parental leave | 0             | 3,723         |
|  | <u>78,327</u> | <u>73,945</u> |

**NON-CURRENT LIABILITIES**

|  |               |               |
|--|---------------|---------------|
| Employee Entitlements - Long Service Leave | <u>67,771</u> | <u>62,650</u> |
|--|---------------|---------------|

**Note 5 Leasing Commitments**

|   | 2014           | 2013           |
|---|----------------|----------------|
|   | \$             | \$             |
| <b>Operating Lease commitments</b>                  |                |                |
| <b>Rental Sydney office *</b>                       |                |                |
| Payable - minimum lease payments                    |                |                |
| — not later than 12 months                          | 87,900         | 85,329         |
| — between 12 months and 5 years (expires 28/9/2015) | 21,900         | 106,135        |
|   | <u>109,800</u> | <u>191,464</u> |
| <b>Rental Wollongong office **</b>                  |                |                |
| Payable - minimum lease payments                    |                |                |
| — not later than 12 months                          | 11,561         | 9,903          |
| — between 12 months and 5 years (expires 12/8/2015) | 1,329          | 11,561         |
|   | <u>12,890</u>  | <u>21,465</u>  |
| <b>Rental Newcastle office ***</b>                  |                |                |
| Payable - minimum rental payments                   |                |                |
| — not later than 12 months                          | 8,019          | 8,019          |
| — between 12 months and 5 years                     | 8,259          | -              |
|   | <u>16,278</u>  | <u>8,019</u>   |

\* Sydney: The current property lease term is three years, commenced on 28 September 2012. The agreed rent is \$85,329.20 per annum. Rent is payable monthly in advance. Contingent rental provisions within the lease agreement require that the minimum lease payments shall be increased by the Consumer Price Index. The amount disclosed are GST exclusive. Security Deposit paid \$20,625.00. There is an option to extend the lease term for additional 2 years.

\*\* Wollongong: Under the current property lease, rent is payable monthly in advance. Lease term is three years. Lease commenced on 13 August 2012 with first two months rent-free. Agreed rent is \$7,833.72 plus \$1,688.45 for operational expenses, totalling \$9,522 per annum. Contingent rental provisions within the lease agreement require that the minimum lease payments shall be increased by 4% per annum. The amount disclosed are GST exclusive.

\*\*\* Newcastle: The new property rental agreement commenced in June 2011. Agreed rent is \$8,018 per annum. Rent is payable monthly in advance. The amount disclosed are GST exclusive. IDRS was persuading the landlord to move forward with the formal lease. No formal lease was signed as 30 June 2014.

**INTELLECTUAL DISABILITY RIGHTS SERVICE INCORPORATED**  
**ABN: 11 216 371 524**  
**ANNUAL STATEMENTS GIVE TRUE AND FAIR VIEW OF FINANCIAL POSITION AND**  
**PERFORMANCE OF INCORPORATED ASSOCIATION**

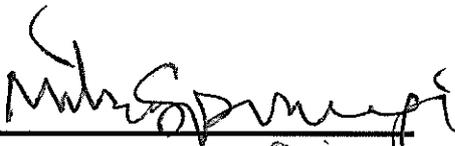
The committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee the financial report as set out on pages 3 to 7:

1. Presents a true and fair view of the financial position of Intellectual Disability Rights Service Incorporated as at 30 June 2014 and its performance for the year ended on that date.
  
2. At the date of this statement, there are reasonable grounds to believe that Intellectual Disability Rights Service Incorporated will be able to pay its debts as and when they fall due.

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

Board Member

  
\_\_\_\_\_  
Chair.

Board Member

  
\_\_\_\_\_

Dated this

14 | 10 | 2014  
\_\_\_\_\_

To the Board of Directors of Intellectual Disability Rights Service Incorporated,

**Auditor's Independence Declaration under section 307C of the Corporations Act 2001**

As lead audit partner for the audit of the financial statements of Intellectual Disability Rights Service Incorporated for the financial year ended 30 June 2014, I declare that to the best of my knowledge and belief, there have been no contraventions of:

- (a) the auditor independence requirements of the *Corporations Act 2001* in relation to the audit; and
- (b) any applicable code of professional conduct in relation to the audit.

Yours sincerely



**Robert Mayberry**  
Partner

Registered Company Auditor 185903  
Fellow of the Institute of Chartered Accountants in Australia 20369  
Holder of a current Certificate of Public Practice



**Nexia Court & Co**  
Chartered Accountants

Sydney  
Date: 14 October 2014

**Sydney Office**

Level 16, 1 Market Street, Sydney NSW 2000  
PO Box 11195, Australia Square NSW 1215  
p +61 2 9251 4600, f +61 2 9251 7138  
info@nexiacourt.com.au, www.nexia.com.au

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF INTELLECTUAL DISABILITY RIGHTS SERVICE INCORPORATED**

**Report on the Financial Report**

We have audited the accompanying financial report of Intellectual Disability Rights Service Incorporated, which comprises the statement of financial position as at 30 June 2014, the statement of profit or loss and comprehensive income, the statement of changes in equity and the statement of cash flows for the year ended on that date, a summary of significant accounting policies, other explanatory notes and the officers' declaration.

*Officers' Responsibility for the Financial Report*

The officers of the Intellectual Disability Rights Service Incorporated are responsible for the preparation of the financial report, and have determined that the basis of preparation described in Note 1, is appropriate to meet the requirements of the Associations Incorporation Act (NSW) 2009 and Associations Incorporation Regulations 2010 and the needs of members. The officer's responsibility also includes such internal control as the officers 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.

*Auditor's Responsibility*

Our responsibility is to express an opinion on the financial report based on our audit. 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 judgement, 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 controls relevant to the entity's preparation of the financial report that gives a true and fair view 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 officers, as well as evaluating the overall presentation of the financial report.

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

*Independence*

In conducting our audit, we have complied with the independence requirements of the *Corporations Act 2001*. We confirm that the independence declaration required by the *Corporations Act 2001*, which has been given to the officers of Intellectual Disability Rights Service Incorporated, would be in the same terms if given to the officers as at the time of this auditor's report.

**Sydney Office**

Level 16, 1 Market Street, Sydney NSW 2000  
PO Box 1195, Australia Square NSW 1215  
p +61 2 9251 4600, f +61 2 9251 7138  
info@nxiacourt.com.au, www.nexia.com.au

*Opinion*

In our opinion, the financial report presents fairly, in all material respects, the financial position of Intellectual Disability Rights Service Incorporated as at 30 June 2014, and its financial performance and its cash flows for the year then ended in accordance with the financial reporting requirement on the Associations Incorporation Act (NSW) 2009 and Associations Incorporation Regulations 2010.

*Basis of Accounting*

Without modifying our opinion, we draw attention to Note 1 of the financial report, which describes the basis of accounting. The financial report has been prepared to assist Intellectual Disability Rights Service Incorporated to meet the requirements of the Associations Incorporation Act (NSW) 2009, and Associations Incorporation Regulations 2010. As a result, the financial report may not be suitable for another purpose.



**Robert Mayberry**  
**Partner**

Registered Company Auditor 185903  
Fellow of the Institute of Chartered Accountants in Australia 20369  
Holder of a current Certificate of Public Practice



**Nexia Court & Co**  
**Chartered Accountants**  
Sydney

Date: 14 October 2014