

# THE NEW SOUTH WALES COUNCIL FOR INTELLECTUAL DISABILITY LTD

(A company limited by guarantee and registered with the Australian Charities and Not-  
for- Profit Commission)

## FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

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# CORPORATE INFORMATION

A.B.N 25 001 318 967

## Directors

The following directors were in office at the date of this report

Andrews, Gina	Member/Co- Secretary
Arestides, Tracylee	Member
Chan, Shu-Hua	Member/Chairperson
Cooke, Steven	Member
Harper, Judy	Member/Co-Secretary
Lavendar, Judith	Member/Vice Chair
McKenzie, Fiona	Member/Vice Chair
Nguyen, Quang	Member
Reiss, Irena	Member
Sinclair, Sonya	Member/Treasurer
Smith, Melinda	Member
Stewart, Jack	Member
Strike, Robert	Member
Sullivan, Michael	Member

## Company Secretary

Gina Andrews

Judy Harper

## Registered office and principal place of business

Level 2, 418a Elizabeth Street, SYDNEY, NSW, 2010

## Banker

Commonwealth Bank

## Auditor

Graeme Green FCA

Registered Company Auditor

No.15169

Suite 807, 109 Pitt Street, SYDNEY, NSW, 2001

## Statement of profit or loss and other comprehensive income

	Note	2019	2018
Revenue from continuing activities		\$	\$
Government funding		3,589,533	3,767,378
Rendering of services		280,405	239,780
Other Income		15,088	75,277
Donations		470	715
Membership income		2,523	5,173
Interest income		64,760	82,177
<b>Total revenue and other income</b>	3	<b>3,952,779</b>	<b>4,170,500</b>
<b>Expenditure</b>			
Management and administration costs	3	3,837,989	4,078,365
Other			
<b>Total expenditure</b>		<b>3,837,989</b>	<b>4,078,365</b>
<b>Net surplus for the year</b>		<b>114,790</b>	<b>92,135</b>
Other comprehensive income for the year		-	-
<b>Total comprehensive income for the year</b>		<b>114,790</b>	<b>92,135</b>

The statement of profit or loss and other comprehensive income is to be read in conjunction with the attached notes.

## Statement of Financial Position

	Note	2019	2018
		\$	\$
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	4	1,685,354	5,250,695
Trade and other receivables	5	110,596	271,096
Other Assets	6	2,059,907	-
<b>Total current assets</b>		<b>3,855,857</b>	<b>5,521,791</b>
<b>Non-Current Assets</b>			
Leasehold Improvements		12,564	29,364
Property, plant & equipment		13,034	20,192
<b>Total non-current assets</b>	7	<b>25,598</b>	<b>49,556</b>
<b>Total assets</b>		<b>3,881,455</b>	<b>5,571,347</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade creditors and other payables	8	3,002,537	4,852,082
Provisions	9	163,700	85,329
<b>Total current liabilities</b>		<b>3,166,237</b>	<b>4,937,411</b>
<b>Non-current liabilities</b>			
Provisions		66,493	100,000
<b>Total non-current liabilities</b>	9	<b>66,493</b>	<b>100,000</b>
<b>Total liabilities</b>		<b>3,232,730</b>	<b>5,037,411</b>
<b>Net assets</b>		<b>648,725</b>	<b>533,936</b>
<b>Equity</b>			
Accumulated Surplus		648,725	533,936
<b>Total Equity</b>		<b>648,725</b>	<b>533,936</b>

The statement of financial position is to be read in conjunction with the attached notes.

Statement of changes in funds

Note	Accumulated Funds	Total Funds
	\$	\$
Balance at 30 June 2017	441,800	441,800
Net surplus	92,135	92,135
Other comprehensive income	-	-
Total comprehensive income	-	-
Balance at 30 June 2018	533,935	533,935
Net surplus	114,790	114,790
Other comprehensive income	-	-
Total comprehensive income	-	-
Balance at 30 June 2019	648,725	648,725

The statement of changes in funds is to be read in conjunction with the attached notes.

Statement of cash flows

	Note	2019	2018
		\$	\$
<b>Cash flows from operating activities</b>			
Receipts from:			
Government grants and customers		2486,816	3,544,966
Interest income		64,760	82,177
Memberships		2,993	1,951
Payments to employees and suppliers		(4,059,305)	(3,629,070)
<b>Net cash flows from operating activities</b>	11	(1,504,736)	25
<b>Cash flows from investing activities</b>			
Purchase of property plant and equipment		(698)	(8,282)
Purchase of short term investments		(2,059,907)	
<b>Net cash flows used in investing activities</b>		(2,060,605)	(8,282)
Cash flows from financing activities		-	-
<b>Net cash flows used in financing activities</b>		-	-
Net increase (decrease) in cash and cash equivalents		(3,565,341)	(8253)
Cash and cash equivalents at the beginning of the year		5,250,695	5,258,98
<b>Cash and cash equivalents at the end of the year</b>		<b>1,685,354</b>	<b>5,250,695</b>

The statement of cash flows is to be read in conjunction with the attached notes.

## Notes to and forming part of the financial statements

### 1. Corporate information

The financial report of the not-for-profit company New South Wales Council for Intellectual Disability (the company) for the year ended 30 June 2019 was authorised for issue in accordance with a resolution of the directors on 15 October 2019.

New South Wales Council for Intellectual Disability is a company limited by guarantee, incorporated and domiciled in Australia.

The principal activities include:

- Policy and advocacy on causes supported by the Company in the disability sector
- An information service concerning issues affecting people with intellectual disability
- Projects including the My Choice Matters project

### 2. Summary of accounting policies

#### (a) Basis of preparation

These special purpose financial statements have been prepared in accordance with the requirements of the Australian Charities and Not-for-profits Commission (ACNC) Act 2012, accounting interpretations and other authoritative pronouncements of the Australian Accounting Standards Board.

Historical cost convention

The financial statements have been prepared on the basis of historical cost.

Currency

The financial statements are presented in Australian dollars, which is the company's functional and presentation currency.

#### (b) Significant accounting estimates and judgements

The preparation of financial statements requires 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 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.

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.



## Notes to and forming part of the financial statements

### Significant accounting judgements

#### *Leases*

The company has entered into leases of premises and office equipment as disclosed in Note 11. Management has determined that all of the risks and rewards of ownership of these premises and equipment remain with the lessor and has therefore classified the leases as operating leases.

#### *Grants Received*

The company has received a number of government grants during the year. Once the company has been notified of the successful outcome of a grant application, the terms and conditions of each grant are reviewed to determine whether the funds relate to a reciprocal grant (i.e. payment for services rendered), in which case it is accounted for under AASB 118 Revenue, or a non-reciprocal grant, in which case it is accounted for under AASB 1004 Contributions.

### Significant accounting estimates and assumptions

The key estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of certain assets and liabilities within the next annual reporting period are as follows:

#### *Make-good provisions*

Provisions for future costs to return certain leased premises to their original condition are based on the company's past experience with similar premises and estimates of likely restoration costs determined by the company's property manager. These estimates may vary from the actual costs incurred as a result of conditions existing at the date the premises are vacated.

#### *Provisions for employee benefits*

Provisions for employee benefits payable after 12 months from the reporting date are based on future wage and salary levels, experience of employee departures and periods of service, as discussed in Note 8. The amount of these provisions would change should any of these factors change in the next 12 months.

### (c) Revenue Recognition

Revenue is measured at the fair value of consideration received or receivable. Revenues are recognised net of the amounts of goods and services tax (GST) payable to the Australian Taxation Office.

### Revenue from fundraising

#### *Donations*

Donations collected are recognised as revenue when the company gains control, economic benefits are probable and the amount of the donation can be measured reliably.

## Notes to and forming part of the financial statements

### *Revenue Recognition Cont.*

#### **Revenue from government funding**

##### *Government Funding*

The company's advocacy work, information service and projects 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 non-reciprocal grants is recognised when the company obtains control of the funds.

##### *Interest income*

Interest income is recognised as it accrues, using the effective interest method.

#### **(d) Expenditure**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to a particular category, they have been allocated to activities on a basis consistent with use of the resources. Premises overheads and other overheads have been allocated on the basis of the head count.

Support costs are those costs directly incurred in supporting the objects of the company and include project management carried out by central administration. Management and administration costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Other costs comprise training, participation support, information and education costs.

#### **(e) Cash and cash equivalents**

Cash and cash equivalents in the statement of financial position comprise cash at bank and in hand and short-term deposits with an original maturity of three months or less where the investment is convertible to known amounts of cash and is subject to insignificant risk of changes in value. For the purposes of the statement of cash flows, cash and cash equivalents consist of cash and cash equivalents as defined above, net of any outstanding bank overdrafts.

#### **(f) Trade and other receivables**

Trade receivables, which comprise amounts due from sales of merchandise and from services provided to residents, are recognised and carried at original invoice amount less an allowance for any uncollectible amounts. Normal terms of settlement vary from seven to 90 days. The carrying amount of the receivable is deemed to reflect fair value.

An allowance for doubtful debts is made when there is objective evidence that the company will not be able to collect the debts. Bad debts are written off when identified.

## Notes to and forming part of the financial statements

### **(g) Property, plant and equipment** **Depreciation**

Items of plant and equipment are depreciated over their useful lives to the company, commencing from the time the asset is held ready for use. Depreciation is calculated on a straight-line basis over the expected useful economic lives of the assets as follows:

Plant and equipment	20%
Computer equipment	33⅓%

### **Impairment**

The carrying values of property, plant and equipment are reviewed for impairment at each reporting date, with the recoverable amount being estimated when events or changes in circumstances indicate that the carrying value may be impaired.

The recoverable amount of property, plant and equipment is the higher of fair value less costs of disposal and value in use. Value in use for assets is a discounted cash flow calculation.

An impairment loss exists when the carrying value of an asset exceeds its estimated recoverable amount. The asset is then written down to its recoverable amount. For plant and equipment, impairment losses are recognised in the statement of profit or loss and other comprehensive income.

### **Derecognition and disposal**

An item of plant and equipment is derecognised upon disposal, when the item is no longer used in the operations of the company or when it has no sale value. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in profit or loss in the year the asset is derecognised.

### **(h) Trade creditors and other payables**

Trade creditors and other payables represent liabilities for goods and services provided to the company prior to the end of the financial year that are unpaid. These amounts are usually settled in 30 days. The carrying amount of the creditors and payables is deemed to reflect fair value.

### **(i) Deferred income**

The liability for deferred income is the unutilised amounts of grants received on the condition that specified services are delivered or conditions are fulfilled. The services are usually provided or the conditions usually fulfilled within 12 months of receipt of the grant. Where the amount received is in respect of services to be provided over a period that exceeds 12 months after the reporting date or the conditions will only be satisfied more than 12 months after the reporting date, the liability is discounted and presented as non-current.

## Notes to and forming part of the financial statements

### (j) Employee benefits

Employee benefits comprise wages and salaries, annual leave, long-service leave and contributions to superannuation plans.

Liabilities for short-term employee benefits expected to be wholly settled within 12 months of the reporting date are recognised in other payables in respect of employees' services up to the reporting date at the amounts expected to be paid when the liabilities are settled. Liabilities for non-accumulating sick leave are recognised when the leave is taken and are measured at the rates paid or payable.

The liability for long-term benefits is measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to anticipated future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on corporate bonds with terms to maturity and currencies that match, as closely as possible, the estimated future cash outflows.

The company pays contributions to certain defined contribution superannuation plans. Contributions are recognised in the statement of profit or loss and other comprehensive income when they are due. The company has no obligation to pay further contributions to these plans if the plans do not hold sufficient assets to pay all employee benefits relating to employee service in current and prior periods.

### (k) Leased assets and liabilities

#### Operating leases

Operating lease payments are recognised as an expense in the statement of profit or loss and other comprehensive income on a straight-line basis over the lease term.

### (l) Taxation

#### Income tax

The company is a charitable institution for the purposes of Australian taxation legislation and is therefore exempt from income tax. The company holds deductible gift recipient status.

#### 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, in which case it is recognised as part of the cost of acquisition of an asset or as part of an item of expense.

Receivables and payables are recognised inclusive of GST.

The net amount of GST recoverable from or payable to the Australian Taxation Office is included as part of receivables or payables.

Notes to and forming part of the financial statements

Cash flows are included in the statement of cash flows on a gross basis. The GST component of cash flows arising from investing and financing activities that is recoverable from or payable to the Australian Taxation Office is classified as operating cash flows.

**(m) Make-good provisions**

Costs required to return certain leased premises to their original condition as set out in the lease agreements are recognised as a provision in the financial statements. The provision has been calculated as an estimate of future costs and discounted to a present value and is revised on an annual basis.

**(n) New standards and interpretations not yet adopted**

Standard	Effective date	Impact on the company
<p>AASB 15 <i>Revenue from Contracts with Customers</i> and AASB 1058 <i>Income of Not-For-Profit Entities</i></p>	<p>Annual reporting periods beginning on or after 1 January 2019 (i.e. 30 June 2020 reporting date for the company).</p>	<p>The company receives various grants during the financial year. Some grants will be recognised as income under AASB 1058 and other grants will be recognised in accordance with AASB 15.</p> <p>The company receives grants that are to support the broad objectives of the company (for example, an advocacy grant) and will generally be recognised as income under AASB 1058 when the company obtains control of the cash.</p> <p>Other grants received have arrangements that are enforceable through legal or equivalent means and contain sufficiently specific obligations relating to a particular project whose objectives, outcomes and milestones are reflected in the relevant agreement. Revenue would be recognised in accordance with AASB 15. This would result in revenue being deferred until such milestones have been achieved. This accounting treatment is broadly consistent with previous practice under AASB 1004 <i>Contributions</i>. If these types of grants do not meet the 'sufficiently specific' and 'enforceability' criteria of AASB 15, income will be recognised under AASB 1058, when the company controls the cash.</p> <p>The company's revenue recognition policy will be amended to reflect the new accounting standards, AASB 15 and AASB 1058.</p>

Notes to and forming part of the financial statements

AASB 16 <i>Leases</i>	Annual reporting periods beginning on or after 1 January 2019 (i.e. 30 June 2020 reporting date for the company).	<p>Operating leases currently held by the company will need to be brought onto the statement of financial position, and the associated assets and liabilities will be recorded. The company leases office space but as of the date of this financial report, has not renewed the lease agreement and therefore, is unable to quantify the impact.</p> <p>Should the lease over the office space be renewed, a right-of-use asset and lease liability will be recorded. Based on historical information, the impact on the balance sheet (statement of financial position) will be an increase in assets of \$300,000 and a similar increase in liabilities.</p>
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3. Revenue, other income and expenses

(a) Revenue

	2019	2018
	\$	\$
Rendering of services	280,405	239,781
<i>Sales revenue</i>		
Government grants	3,589,533	3,767,378
Donations and gifts	470	715
Interest income	64,760	82,177
Membership income	2,523	5,173
Paid parental leave	12,948	-
Other income	2,140	75,276
<b>Total revenue</b>	<b>3,952,779</b>	<b>4,170,500</b>

Notes to and forming part of the financial statements

3. Revenue, other income and expenses (Cont)

(b) Expenses

	2019 \$	2018 \$
Depreciation	24,656	19,936
Impairment loss on trade receivables	(12,982)	(3,937)
<i>Operating leases payments</i>		
Rental of premises	140,974	108,285
Auditor's remuneration	13,265	15,703

(c) Employee benefits expense

	2019 \$	2018 \$
Wages and salaries	1,898,319	2,160,374
Superannuation	173,287	190,690
Termination payment	-	-
Workers' compensation insurance	(10,912)	30,213
Movements in employee benefits provisions	44,863	10,316
<b>Total employee benefits expense</b>	<b>2,105,557</b>	<b>2,391,593</b>

4. Cash and cash equivalents

	2019 \$	2018 \$
Cash at bank and in hand	1,160,985	3,203,913
Short-term deposits	524,369	2,046,782
	<b>1,685,354</b>	<b>5,250,695</b>

Cash at bank earns interest at floating rates based on daily deposit rates. Short-term deposits are made for varying periods of between one day and three months, depending on the company's cash requirements. These deposits earn interest at market rates.

Notes to and forming part of the financial statements

5. Trade and other receivables

	Note	2019 \$	2018 \$
Trade debtors		59,658	229,479
Less: Provision for doubtful debts	5(a)	(9,113)	(22,095)
		<u>50,545</u>	<u>207,384</u>
Prepayments		26,020	29,683
Rental bond		34,031	34,029
		<u>110,596</u>	<u>271,096</u>

The rental bond is security for the operating lease over the premises

5 (a). Provision for doubtful debts

Past experience indicates that no impairment allowance is necessary in respect of trade debtors not past due and past due 0–30 days. Impairment allowances recognised at the reporting dates have been determined after a review of amounts outstanding at those dates and comprise amounts due from memberships not likely to be renewed and conference 2016 attendees. No individual balance due exceeds \$8,000 and no collateral is held as security for these amounts. The movement in the allowance for impairment in respect of trade debtors during the year was as follows:

	2019 \$	2018 \$
Balance at 1 July	22,095	26,032
Impairment losses recognised	(12,982)	(3,937)
<b>Balance at 30 June</b>	<u>9,113</u>	<u>22,095</u>

6. Other Assets

	2019 \$	2018 \$
Term Deposits	2,059,907	-
<b>Balance at 30 June</b>	<u>2,059,907</u>	<u>-</u>



Notes to and forming part of the financial statements

7. Property, plant and equipment

	Plant and equipment \$	Leasehold improvements \$	Total \$
<b>Cost</b>			
<i>At 1 July 2017</i>	68,638	119,644	188,282
Additions	8,283	-	8,283
Disposals	-	-	-
<i>At 30 June 2018</i>	76,921	119,644	196,565
Additions	698	-	698
Disposals	-	-	-
<i>At 30 June 2019</i>	77,619	119,644	197,263
<b>Accumulated depreciation</b>			
<i>At 1 July 2017</i>	53,593	73,480	127,073
Charge for year	3,136	16,800	19,936
Disposals	-	-	-
<i>At 30 June 2018</i>	56,729	90,280	147,009
Charge for year	7,856	16,800	24,656
Disposals	-	-	-
<i>At 30 June 2019</i>	64,585	107,080	171,665
Net carrying amount	13,034	12,564	25,598
<b>At 30 June 2019</b>	<b>13,034</b>	<b>12,564</b>	<b>25,598</b>
<b>At 30 June 2018</b>	<b>20,192</b>	<b>29,364</b>	<b>49,556</b>

Notes to and forming part of the financial statements

8. Trade creditors and other payables

	2019	2018
	\$	\$
Trade creditors	135,515	350,309
Superannuation payable	40,124	55,490
Accruals	20,000	73,561
Deferred income	2,806,898	4,372,722
	<u>3,002,537</u>	<u>4,852,082</u>

9. Provisions

	2019	2018
	\$	\$
<b>(a) Current</b>		
Annual leave	92,411	85,329
IT Improvements	30,000	-
Staff entitlements	41,289	-
<b>Total current provisions</b>	<u>163,700</u>	<u>85,329</u>
<b>(b) Non-current</b>		
Long Service Leave/Staff entitlements	26,493	30,000
IT Improvement	-	30,000
Make good lease	40,000	40,000
<b>Total non-current provisions</b>	<u>66,493</u>	<u>100,000</u>

Notes to and forming part of the financial statements

10. Members Guarantee

(a) Members' guarantee

The company is limited by guarantee. In the event of the company being wound up, the constitution states that each member is required to contribute a maximum of \$50 towards meeting any outstanding obligations of the company. At 30 June 2019, the number of members was 219.

11. Cash flow information

Reconciliation of net surplus for the year to net cash flows from operations

	2019	2018
	\$	\$
Net surplus for the year	114,790	92,135
Depreciation of property, plant and equipment	24,656	19,936
<i>(Increase)/decrease in assets</i>		
Trade and other debtors	156,839	(190,712)
Other assets	3,661	(20,379)
Increase/(decrease) in liabilities		
Trade and other creditors	(283,720)	369,425
Provisions for employee benefits, IT and make-good costs	44,863	80,315
Income received in advance	(1,565,825)	(350,696)
<b>Net cash flow from operations</b>	<b>(1,504,736)</b>	<b>25</b>

12. Commitments and contingencies

Operating leases

The company has entered into commercial leases of land and buildings and office equipment. These leases have an average life of two years, with no renewal option included in the contracts. There are no restrictions placed upon the lessee upon entering into these leases. Future minimum rentals payable under non-cancellable operating leases as at the reporting date are:

	Note	2019	2018
		\$	\$
Within one year		129,938	96,350
After one year but not more than five years		136,435	123,750
<b>Total commitments under operating leases</b>		<b>266,373</b>	<b>220,100</b>

Notes to and forming part of the financial statements

**13. Related parties and related-party transactions**

There were no related party transactions that occurred during the financial year.

**14. Economic dependency**

The company is dependent upon the ongoing receipt of grants from the Commonwealth and NSW State governments to ensure the continuance of its advocacy, information and project work.

**15. Additional company information**

The registered office of the company and its principal place of business is:  
Level 2, 418a Elizabeth Street, SYDNEY, NSW 2010

Responsible persons' declaration for the year ended 30 June 2019

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The responsible persons declare that, in the responsible persons' opinion:

- (a) there are reasonable grounds to believe that the registered entity is able to pay all of its debts, as and when they become due and payable
- (b) the financial statements and notes satisfy the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*.

Signed in accordance with subsection 60.15(2) of the *Australian Charities and Not-for-profits Commission Regulation 2013*.



**Sonya Sinclair**

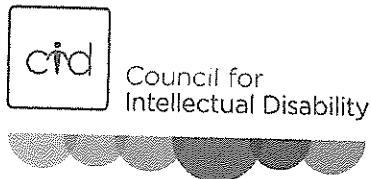
**10 September 2019**

**[AUDITOR'S REPORT]**









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1800 424 065  
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A.B.N 2500 131 8967

10/09/2019

Graeme Green  
Registered Auditor  
GPO BOX 4566  
Sydney, NSW, 2001

Dear Sir,

### ***NSW Council for Intellectual Disability***

This representation letter is provided in connection with your audit of the financial report of NSW Council for Intellectual Disability for the year ended 30 June 2019. We recognize that obtaining representations from us concerning the information contained in this letter is a significant procedure in enabling you to form an opinion as to whether the financial report gives a true and fair view of the financial position of the entity as of 30 June, 2019, statement of profit or loss and statement of cash flows for the year then ended in accordance with Australian Accounting Standards and the Corporations Act 2001.

We understand that the purpose of your audit of our financial report is to express an opinion thereon and that your audit was conducted in accordance with Australian Auditing Standards, which involves an examination of the accounting system, internal control and related data to the extent you considered necessary in the circumstances, and is not designed to identify - nor necessarily be expected to disclose - fraud, shortages, errors and other irregularities, should any exist.

Accordingly, we make the following representations, which are true to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

#### **A. Financial Report and Financial Records**

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter for the preparation of the financial report in accordance with Australian Accounting Standards and the Corporations Act 2001.
2. We acknowledge, as members of management of the entity, our responsibility for the fair presentation of the financial report. We believe the financial report referred to above gives a true and fair view of the financial position, financial performance cash flows of the group in accordance with Australian Accounting Standards, and is free of material misstatements, including omissions. We have approved the financial report.
3. The significant accounting policies adopted in the preparation of the financial report are appropriately described in the financial report.
4. As members of management of the entity, we believe that the entity has a system of internal controls adequate to enable the preparation of an accurate financial report in accordance with Australian Accounting Standards and the Australian Charities and Not-for-Profit Commission, that is free from material misstatement, whether due to fraud or error.
5. The financial records of the entity have been kept so as to be sufficient to enable a financial report to be prepared and audited, and other records and registers required by the *Corporations Act 2001* have been properly kept and are up-to-date.

6. There are no unadjusted audit differences identified during the current audit and pertaining to the latest period presented.

#### **B. Fraud**

1. We acknowledge that we are responsible for the design, implementation and maintenance of internal controls to prevent and detect fraud and error and confirm.
2. We have disclosed to you the results of our assessment of the risk that the financial report may be materially misstated as a result of fraud.
3. We have no knowledge of any fraud or suspected fraud involving management or other employees who have a significant role in the entity's internal controls over financial reporting. In addition, we have no knowledge of any fraud or suspected fraud involving other employees in which the fraud could have a material effect on the financial report. We have no knowledge of any allegations of financial improprieties, including fraud or suspected fraud, (regardless of the source or form and including without limitation, any allegations by "whistleblowers") which could result in a misstatement of the financial report or otherwise affect the financial reporting of the entity.

#### **C. Compliance with Laws and Regulations**

1. We have disclosed to you all known actual or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial report.
2. We have brought to your attention any Class Orders the entity has applied for relief during the year ended 30 June 2019 under the *Corporations Act 2001*.

#### **D. Information Provided and Completeness of Information and Transactions**

1. We have provided you with:
  - Access to all information of which we are aware that is relevant to the preparation of the financial report such as records, documentation and other matters
  - Additional information that you have requested from us for the purpose of the audit and
  - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
2. All material transactions have been recorded in the accounting records and are reflected in the financial report.
3. We have made available to you all minutes of the meetings of shareholders, directors and committees of directors (or summaries of actions of recent meetings for which minutes have not yet been prepared) held through the year ended 30 June 2019 to the most recent meeting.
4. We confirm the completeness of information provided regarding the identification of related parties. We have disclosed to you the identity of the entity's related parties and all related parties and related party transactions of which we are aware, including sales, purchases, loans, transfers of assets, liabilities and services, leasing arrangements, guarantees, non-monetary transactions and transactions for no consideration for the period ended, as well as related balances due to or from such parties at the 30 June 2019 year end. These transactions have been appropriately accounted for and disclosed in the financial report. We believe that the significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.

5. We have disclosed to you, and the entity has complied with, all aspects of contractual agreements that could have a material effect on the financial report in the event of non-compliance, including all covenants, conditions or other requirements of all outstanding debt.

#### **E. Ownership of Assets**

1. The entity has *satisfactory title to all assets appearing in the statement of financial position(s), and there are no liens or encumbrances on the entity's assets*, nor has any asset been pledged as collateral, other than those that are disclosed in Note to the financial statements. All assets to which the entity has satisfactory title appear in the *financial position (s)*.
2. All agreements and options to buy back assets previously sold have been properly recorded and adequately disclosed in the financial report.
4. There are no formal or informal compensating balance arrangements with any of our cash and investment accounts. We have no other line of credit arrangements.
5. We do not take into account of changing money values or current valuations of non-current assets.

#### **F. Liabilities and Contingencies**

1. All liabilities and contingencies, including those associated with guarantees, whether written or oral, have been disclosed to you and are appropriately reflected in the financial report.
2. We have informed you of all outstanding and possible litigation and claims, whether or not they have been discussed with legal counsel.
3. We have recorded and/or disclosed, as appropriate, all liabilities related litigation and claims, both actual and contingent, and have disclosed in Notes to the financial statements all guarantees that we have given to third parties.
4. No asset of the company has been pledged as security for any liability, except as disclosed in the financial report.
5. There are no financial guarantee contract in place to third parties which could be called upon in the event of a default, other than those disclosed in the financial report.

#### **G. Equity**

1. We have properly recorded or disclosed in the financial report accumulated surplus items.

#### **H. Purchase and Sales Commitments and Sales Terms**

1. Losses arising from purchase and sales commitments have been properly recorded and adequately disclosed in the financial report.
2. At the 30 June 2019 year end, the entity had no unusual commitments or contractual obligations of any sort which were not in the ordinary course of business and which might have an adverse effect upon the entity (e.g., contracts or purchase agreements above market price; repurchase or other agreements not in the ordinary course of business; material commitments for the purchase of property, plant and equipment; significant foreign exchange commitments; open balances on letters of credit; purchase commitments for inventory quantities in excess of normal requirements or at prices in excess of the prevailing

market prices; losses from fulfilment of, or inability to fulfil, sales commitments, etc.).

3. All material commitments for construction or acquisition of property, plant and equipment or to acquire other non-current assets, such as investments or intangibles have been disclosed in the financial report.

#### **I. Taxation**

1. The entity is exempt from income tax under Division 50 of the Income Tax Assessment Act, 1997.

#### **J. Property, plant and equipment**

1. Rates of depreciation, applied to reduce book value of individual assets to their estimated residual values, reflect the probable useful lives of those assets to the company.

#### **K. Independence**

1. We are not aware of any act or omission on the part of the entity that does or may impact on your ability to comply with your independence obligations as auditor of the entity. We have brought to your attention any items which we consider may affect your ability to remain independent of the entity and we will continue to work with you to maintain the independence of the audit relationship.

#### **L. Economic Dependence**

1. We acknowledge that the Organisation is dependent on State Government and other grants for a material part of the revenue required to operate the organisation. We presently have no reason to believe that the above governments will not continue to support the organisation.

#### **M. Subsequent Events**

1. There have been no events subsequent to period end which require adjustment of or disclosure in the financial report.

#### **N. Going concern**

1. Nothing has come to our attention that would indicate that NSW Council for Intellectual Disability will not be able to continue as a going concern.

Signed on behalf of the Directors of NSW Council for Intellectual Disability

Yours faithfully,



.....  
Director



.....  
CEO

Dated: 10 September, 2019