



16/17

Annual Report

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PQSA leads positive impact for people with spinal cord injury and the broader disability community through quality support and services.

Our Vision

We will be the voice, advocate and support to enable every South Australian with spinal cord injury to fully participate in their community and live their potential.



Core Values

At all times, we will demonstrate:

- Excellence
- Innovation
- Responsiveness
- Equality
- Ethical Behaviour

Patrons

His Excellency, Hieu Van Le, AO
Governor of South Australia

Board of Management

President: Craig Clarke

Vice-President: Suzanne Twelftree

Treasurer: Steve Russo

Gary Allison

Kenneth Soward

Marissa Brown

Chief Executive Officer: Peter Stewart

President's Report



I was reading an article by a relatively well known investor recently, and one of their 'investment' rules was to only invest in 'forwarding looking' companies. Whilst PQSA is not a 'company' you invest your money in – it is an organisation worthy of investing effort into.

With this in mind I want to make only a few brief comments about 2016-17.

First, thanks to all – the Board, our fearless CEO, Peter Stewart, our management team, our staff, our volunteers, our community supporters and sponsors – myself and all the Association's members thank you. I'd like to pay a special mention and word of gratitude to Stephanie Thorpe, Tim White and Robyn Clissold who retired from the Board in November.

Last financial year was the first round of the Kevin Duke Scholarships – to those recipients – I congratulate you. We trust that you are pursuing your studies and utilising our support in the spirit of what the programme envisaged.

Members who attended the AGM last year no doubt appreciate the changes (and effort) that went into revising our current Constitution. The Board is in the process of re-examining how to effectively govern the broader strategic and operational activities of this growing Association – this is continuing.

You'll also recall that last Annual Report we noted the effort that had gone into lobbying SA Health and the State Government in relation to the South Australian Spinal Cord Injury Service (SASCIS) and Transforming Health. At this point in time the future for the SASCIS looks brighter – but we will continue to monitor this situation, especially post March 2018. I would however like to thank all involved (including SA Health representatives) for working productively with the Association.

For those who saw Indiana Jones and the Last Crusade, you'll be familiar with Indiana Jones' adventures in the pursuit of the Holy Grail, and his exploits in foiling the Nazis – to give the world a future of light.

Sometimes I think this is how people see the NDIS – as a Holy Grail – the solution to all our social woes, and to some, a 'rich source of treasure'.

I assure you the NDIS is none of these things. However, it is an earnest attempt to make the lives of Australians living with a disability better by giving them the reasonable and necessary supports to live a life with genuine choice and control.

PQSA is actively participating in this massive social and sectoral change. In 2018, the Association will commence the first step in expanding its operational base beyond its traditional HomeCare+ activities. I stress that this will be a measured and incremental expansion, and not a 'knee jerk' reaction to the NDIS roll-out.

It is hoped that the Association can build on its expertise and 'back end' support to facilitate expansion of services which are seen as beneficial to South Australians living with a disability (especially Spinal Cord Injury), and their supporters whether they be family, or not.

I hope that if this expansion proves successful, PQSA will be well positioned to continue contributing to the South Australian community long into the future, at numerous points in the continuum of a member's life.

I also hope that when next year's Annual Report is compiled, it will have been a solid and successful 2017-2018.

Best wishes,

Craig Clarke
President

Chief Executive Officer's Report



This is the fourth Annual Report that has been produced during my tenure as Chief Executive Officer of PQSA and it really is feeling like the years are passing faster and faster. My gratitude and devotion to the team of amazing employees and volunteers working for PQSA/HomeCare+ is also growing rapidly.

This time escalation is definitely a reflection of the level of activity and change we have all been experiencing with disability reform; yes, you guessed it, the National Disability Insurance Scheme (NDIS).

It feels like we have been talking about this theoretical beast called the NDIS for years now and that is true. But for a growing number of our clients in the 2016-17 year, this became a reality and the scheme is well and truly upon us. The 2017-18 financial year is now all about ramping up our support of adults transitioning into the scheme and we have been very proud of the level of information, resources and support we have been able to dedicate this year, particularly with the introduction of Linda Macmillan as our Projects Coordinator (and NDIS liaison).

The management team and administrative staff have invested a lot of time and energy ensuring Linda has been able to coordinate a structured and progressive plan for our clients to be supported effectively in transition. However, this is the first stage of several years of evolution and development for PQSA, as we begin to fully appreciate the full implication of the NDIS to our operations and strategic planning.

Our ongoing development has seen us continue to expand our services, including outstanding growth in every region where HomeCare+ operates (pretty much the whole state!) and increasing our Community Lifestyle Advisory Service, not to mention being able to offer life-changing client scholarships. With the generous support of the Lifetime Support Authority in SA, we have already commenced development of our Peer Support and DPM programs as well.

Behind the scenes, PQSA continues to invest in information technology, including the rollout of our e-learning training platform, which is aimed at enhancing and improving the quality of our client service and support. We are taking every possible step to maintain our capacity to lead positive impact for each of our clients and members.

Once again, I've asked authors of this publication to keep things brief, so I'll close. Thank you so much to all of our members, clients, funding bodies, staff, volunteers, partners and supporters for making this place truly awesome. And as usual, I extend my deepest gratitude to Craig Clarke and the Board, current and retired, for their enormous efforts at a complicated and challenging, but exciting time in our history.

Cheers

Peter Stewart
Chief Executive Officer

Thank you

PQSA has always been blessed to have quality Board Members who selflessly dedicate their time and energy to support the Association. In November 2016, three wonderful people retired from our Board and to them we say a heartfelt thank you.

Stephanie Thorpe was a Board Member of PQSA for an astonishing 20 years and was awarded Life Membership of the Association in recognition of her dedication.

Tim White joined the PQSA Board in 2010 and we were fortunate to benefit from the knowledge and wisdom he has always shared outside of his work with Tindall Gask Bentley.

Robyn Clissold was a Board Member for two years and brought the passion to the role that she has given us through our relationship with Andersons Solicitors.

Thank you so much to all three of you and we look forward to you all being part of the PQSA family for many years to come.





HomeCare+

The 2016-2017 financial year was one filled with great anticipation as HomeCare+ consolidated its plans to assist our clients transition to the National Disability Insurance Scheme (NDIS).

The Association has been proactive in providing as much information as possible with the publication of an NDIS information booklet called 'Getting Plan Ready' and the commencement of NDIS information sessions across all metropolitan and state regions in which HomeCare+ has a presence.

The year ahead provides us with a great many challenges and opportunities for growth. However, we will not compromise the high quality services we have committed to provide to all of our clients, whilst maintaining our desire to be the disability support employer of choice.

I am also keen to continue pursuing opportunities to grow the service. In the next 12 months, we will explore the possibility of expanding services into the Barossa Valley, Gawler and Murray Bridge regions.

The quality of service and support provided is always reliant on the commitment, dedication and skills of our staff. Our organisation is very fortunate to have a highly professional and passionate group of individuals who are totally committed to the well-being of clients, and to achieving their goals and aspirations.

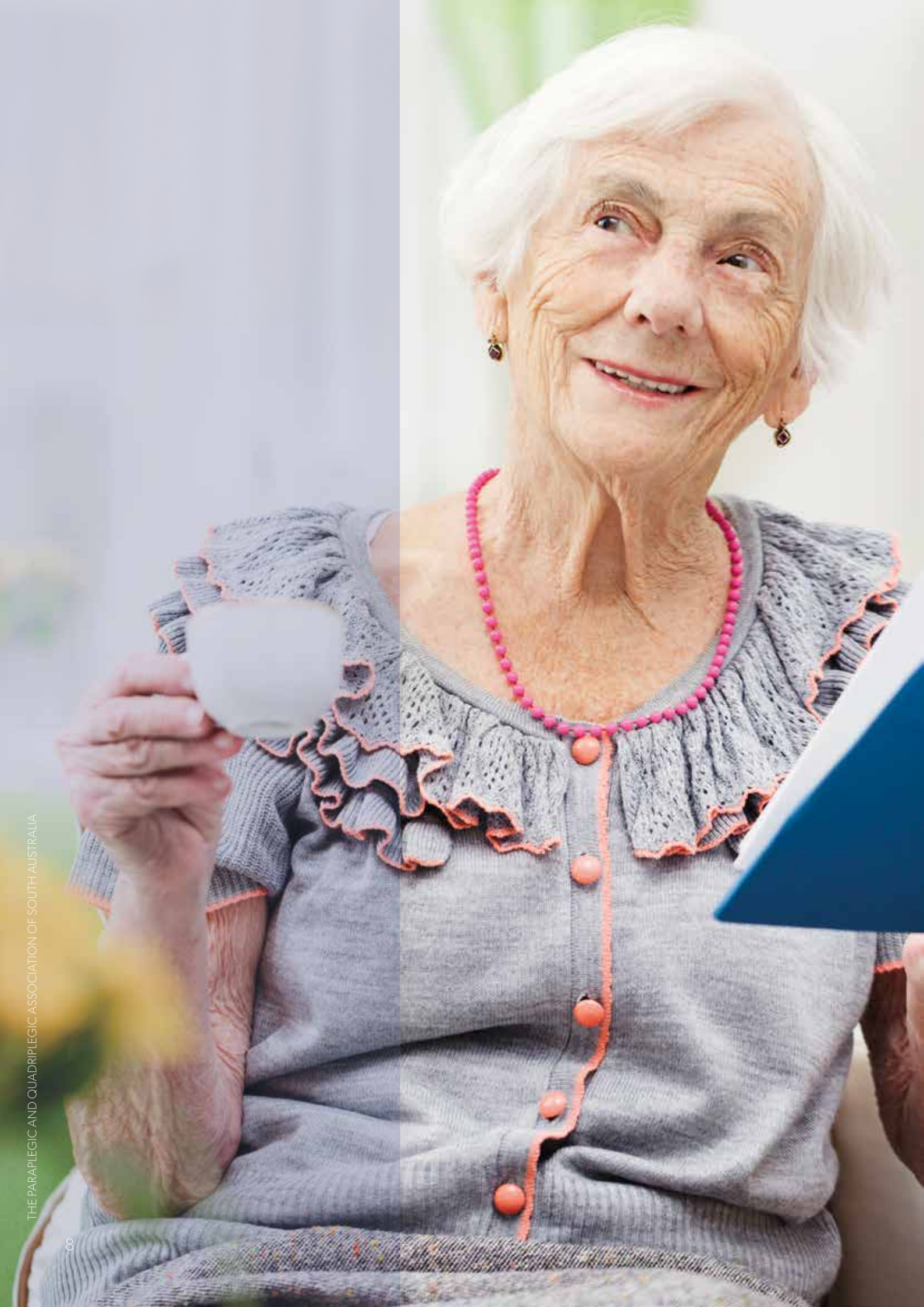
I want to publicly acknowledge their absolute commitment to supporting every person who accesses our services. Each brings a wealth of knowledge, patience and good humour to their roles.

HomeCare+ is very fortunate to have such a dedicated group of Support Workers who work tirelessly to ensure HomeCare+ is the best service it can be.

HomeCare+ - 'Supporting your potential'

Sue Houston
Operations and Business Development
Manager HomeCare+





HomeCare+ South East

We have had a very exciting year, with many challenges and rewards along the way, providing opportunities for positive impact on our community and the Association.

As transition to the NDIS rolls out for the younger members of our community, we continue to meet the challenges presented by this transition with a long-term view of achievement ahead.

Outreach Clinic:

We are pleased to continue our work with Hampstead Rehabilitation Centre and Country Health SA to provide this ongoing service twice a year, now in its twelfth year! Local participants regularly comment on how useful and helpful this service has been to them.

The service offers the following advantages:

- reducing stress and expense of travel to Adelaide
- better health outcomes
- reducing preventable complications
- keeping families together in their own communities.

Millicent Summer Respite Program:

This program was suspended last year due to the effect of the NDIS transition on DSA funding. The intention is to recommence in December 2017.

Ryder Cheshire Home:

The Board of Management selected HomeCare+ (HC+) to manage and provide services to the Ryder Cheshire Home on 1 October 2017. This is an exciting and rewarding opportunity for staff and residents, who embraced this new opportunity with open arms!

The transition has gone well and the residents are enjoying their lifestyle and the opportunities available via the close linkages HC+ has in this community.

A Visit from the Governor:

The residents, staff and Ryder Cheshire Board of Management were excited to host His Excellency the Honourable Hieu Van Le - Governor of South Australia and his wife to view the facilities, enjoy the garden and look over plans for the second home.

An invitation was extended to residents to visit Government House later in the year.

Political Visitors:

HC+ has had the fortune to see Members of Parliament review and tour our facilities, including Troy Bell MP, Tony Pasin MP and Kelly Vincent MP. We enjoyed the opportunity to showcase our services and provide valuable information regarding the disability sector and community.

Locke Street:

We were pleased to see the new respite house completed in December 2016, following a fire. Clients and staff are enjoying the new premises and surrounds.

Corriedale Park:

This project has continued to be well utilised by our community with all five units occupied and a waiting list established.

The residents of this facility have developed their own little community, allowing them to share their journey, socialise and expand into the greater community where ever possible.

The staff who work with this client group do an amazing job supporting them to achieve their potential each and every day.

Client Dinner:

The re-establishment of this event was warmly received with a large number of clients participating at the local RSL for a lovely meal and common fellowship.

NDIS Rollout:

The NDIS rollout in our region has been assisted by the 'Getting Plan Ready' booklet. The feedback from clients, families and other agencies has been extremely positive, which we hold with pride and is a credit to all involved.

The Information sessions run by NDIS and PQSA have been well attended and worthwhile for both staff and the community.

Training Opportunities:

We have continued to access both in-house and community-based training opportunities, allowing staff to increase and hone their skills throughout the year.

Final Word:

The new year is shaping up to be another dynamic and exciting time with many new programs planned to mirror the needs of our community and the disability sector. This is only possible with our strong participation level and positive feedback.

It is an honour to support my team, to provide valuable services with the resources of the Association and the enthusiasm of individuals. We can achieve many great things...and we do!

Krys Howard
HomeCare+ Manager - South East

Support Services

Community Lifestyle Advisory Service:

Our team of highly experienced registered nurses, Michael Arthur and Nicola Bennett was complemented in September with the addition of Janine Jaede. Janine comes to us with many years of experience working with people with Spinal Cord Injury in a variety of settings.

Michael, Nicola and Janine continued their close relationship with Dr Ruth Marshall and her staff at the Spinal Injuries Unit and have maintained their involvement with the Mt Gambier Clinic, The Hampstead Rehabilitation Centre Wound Clinic, the Spinal Outreach Team and the Ambulatory Care review meeting. Our Community Lifestyle Adviser (CLA) team also developed and maintained strong working relationships with the various medical specialists working in the field, allowing them to effectively represent the interests of their clients.

On an individual client level, our CLAs continued to provide a valuable education, advocacy and referral service.

Recreation Program:

The Recreation Program, facilitated by Mick Occhiuto with the assistance of a HomeCare+ Support Worker, continued to provide a service that is highly appreciated by the participants. Highlights for the program this year included organised tours of the Old Treasury Building, the Aviation Museum and the State Library.

QWERTY:

Always a well utilised service, QWERTY was open six days a week thanks to the commitment of our volunteers under the supervision of Thayne Jackman. Our QWERTY volunteers provided over 820 hours of service during the year.

Volunteer Program:

Services provided by our volunteer program include dog walking, gardening, home handywork, home visiting and telephone support. Under the coordination of Megan Quirk and Mick Occhiuto, and with the invaluable assistance of 51 fantastic volunteers, the program provided over 3,800 hours of support to our clients.

Home Based Counselling and Family Support:

Sharron Neeson continued to provide counselling services to clients with more complex needs and the 'Take Some Time Out' dinners were held with the invaluable assistance of one of the CLAs in attendance.

Consumer Advisory Panel (CAP):

The six volunteers who form the CAP met six times during 2016/17. The group discussed and gave feedback on a variety of issues including the PQSA Newsletter, NDIS 'Getting Plan Ready' booklet, the Holiday Accommodation Accessibility checklist, the Volunteer WH&S Training Package and marketing ideas for DPM.



Peer Support Advocacy Service:

During the year, there were 117 admissions to the Spinal Injuries Unit at Hampstead Rehabilitation Centre, 89 of which were new injuries. Vicky Machen and Graham O'Neil continued to provide a skilled and flexible service to clients undergoing rehabilitation, people who have been readmitted, and people who have outpatient appointments. Vicky and Graham also provided an outreach service to those clients discharged home to their community.

Vicky and Graham also:

- Coordinated the education program on spinal cord injury for third year medical students
- Contributed to patient education sessions
- Coordinated and facilitated outings to the Adelaide Oval for AFL games
- Coordinated and facilitated lunches at the Spinal Injuries Unit for families and friends every second month.

Discovering the Power in Me (DPM):

DPM workshops are designed to assist people to build an understanding of how their mind works so that they can control the way they think, improving opportunities to live their potential.

DPM workshops were conducted in Dulwich in September 2016 and April 2017, and our first regional workshop was in Mt Gambier in September 2016. The feedback from all participants was extremely positive.

Sharron Neeson
Manager Support Services

Spinal Injuries Unit Statistics 2017:



Trauma Causes:



These statistics include only those admitted to the Spinal Injuries Unit at Hampstead Rehabilitation Centre. They do not include people discharged from the acute service at the Royal Adelaide Hospital or other hospitals in South Australia.

JOHN DUTHIE

John Duthie is a busy man. Along with a book project, maintaining a popular blog, acting for disability rights and father to two children, John is now embarking on a political adventure as a candidate for the Dignity Party!

John sustained a Spinal Cord Injury in 2009 and spent six weeks in the Hampstead Spinal Unit where he says he had a lot of time to feel despondent about his future. The PQSA Peer Support Advocates were there to provide support during the most difficult times and demonstrate the possibilities for John's path ahead.

PQSA invited John to participate in the Discovering the Power in Me Workshop. It was here that John was inspired to commence the MY disABILITIES project, which he hopes will present a new perspective on disability to other books currently available. He teams up with Terri Mak whom he met at the Hampstead Spinal Unit to present stories from people with a variety of disabilities, ages and backgrounds. He and Terri agree that they have not had their disabilities very long and this project is also an opportunity for them to learn.

One of the key messages from the book will be that although you have a disability, there is so much that you can achieve. John says that living life with a disability, providing ideas, encouragement and inspiration for others is what matters.

"Don't be afraid of change. What matters is how you react to it."

An example of this mindset is John's experience with Determined2 immersion therapy. Introduced through PQSA, John recalls the first sessions learning how to use the equipment to his most recent record - completing 30 laps of the pool!

John is also a passionate Port Adelaide supporter and has been following the Midnight Oil concerts around Australia including Brisbane, Sydney, Melbourne and Adelaide.



Communications

The Communications Department has enjoyed a fast-paced and rewarding year with more opportunity to be involved in the community than ever before.

The Kevin Duke Scholarship was a new endeavour for us in 2016. PQSA is proud to fund the scholarship, awarded every two years. Vocational pursuits following Spinal Cord Injury (SCI) have clearly demonstrated improved quality of life and a greater capacity for social and economic impact. This scholarship addresses a gap in the representation of people with SCI returning to, or commencing work and study.

The Kevin Duke scholarship totalling over \$70,000 was awarded to four individuals - James, Jo, Cameron and Chris - who have all sustained SCI. Each recipient utilised the funds for study in their chosen areas of Engineering, Psychology, Occupational Health & Safety and Human Resources.

The scholarship's namesake, Kevin Duke, has been an exceptional supporter of the disability community over many years via his roles at PQSA (including Presidency), professional career and public service.

For the third consecutive year, PQSA, Brain Injury SA and LSA (Lifetime Support Authority) joined together in Victoria Square for the International Day of People with Disability. We celebrated the achievements of people with disability and showcased the many organisations attending. The event has grown into a popular event for the disability community, who enjoyed performances by Rachael Leahcar and Restless Dance Theatre on a beautiful December day!

The 2017 Tindall Gask Bentley Drive for Life Golf Challenge was held on Friday 17 March at the prestigious Royal Adelaide Golf Course. PQSA, in collaboration with Martin Palmer, would like to thank everyone who participated.

Funds raised on the day were used to expand our essential Peer Support Advocacy Program. Special guest speaker, footy legend Michael Voss was an engaging presenter and had the room entertained with his stories!

Olivia Boffa
Communications Coordinator

*PQSA awarded
The Kevin Duke Scholarship
totalling over \$70,000 to
four outstanding individuals
in March 2017!*



International Day of People with Disability



Tindall Gask Bentley Drive for Life Golf Challenge

Human Resources

Strategic Focus:

The primary focus of the Human Resource (HR) department is our employees. Every person employed has a critical role to ensure PQSA's sustainability and future success.

Creating a stronger PQSA rooted in a trusting, positive culture:

Every PQSA employee has been handpicked to ensure they replicate the core values of PQSA. For example, in 2016-2017 values-based interview questions were introduced to identify candidates who share our values and fit into our workforce.

HR has concentrated on anchoring the values and beliefs of PQSA in all it's processes. Performance appraisals are now regular catch-ups to engage employees in discussion about what is working, what is not working and how we can support them to make things work!

Long term success:

Diversity is a key enabler for long-term success. Only by building teams of people with different backgrounds, education, skills and experiences can we create sustainable values across PQSA.

HR partnerships include:

- Matchworks – recruitment
- The Northern Futures Hub – recruitment
- SA Learning Centre – certificate training
- Intellilearn – e'learning development and introduction
- Think One Team – internal professional development
- Flinders University – student placements
- Uni SA – future collaboration in workforce development and diversity
- Department of State Development – future collaboration in workforce diversity.

Work, Health and Safety:

Every employee is important to us. By promoting the health and safety of individual employees, we are ensuring the health and safety of everyone.

Workforce Profile 2017:

Total number of employees **522**
(Oh, how times have changed!)



30% of the workforce
123



70% of the workforce



Workforce Profile 2013:

Total number of employees **466**



22% of the workforce
97



78% of the workforce



Total number of employee increase in a four year period 13.5%

"Quality not always quantity – PQSA works together to grow"

Pre-employment groups:



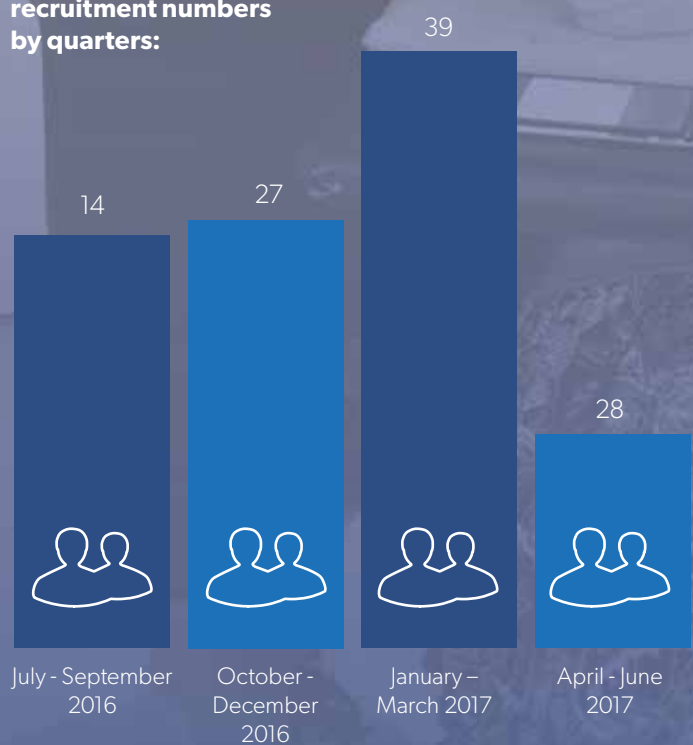
"The training was brilliant, professional and also very supportive"

"Positive environment"

"Easy to follow, group learning boosts self-confidence"



**July 2016 – June 2017
recruitment numbers
by quarters:**



Accommodation

Accommodation and the National Disability Insurance Scheme:

Specialist Disability Accommodation (SDA) refers to accommodation for National Disability Insurance Scheme (NDIS) participants who require specialist housing solutions to cater for extreme or complete functional impairment and/or very high support needs.

SDA does not refer to support services, but the homes in which these are delivered. It refers only to specialist solutions and does not encompass the housing needs of all people with a disability. SDA will be funded on a per-person basis. It is expected this individualised approach will stimulate increased supply and variety in accommodation.

SDA will be at the current level. Only six percent of NDIS participants in Australia will be eligible and existing SDA residents will almost certainly continue to be recipients.

Quality Assurance:

When an organisation has a robust Quality Assurance (QA) program, it gives confidence to its clients, staff and funders. PQSA puts much effort into QA and is constantly looking for ways to improve its services.

PQSA also creates opportunities that can make a difference to people's lives and to help them reach their goals. They don't have to be enormous goals, just something that makes life a little easier.

To find out whether what we are doing is working, PQSA has started measuring outcomes or results.

We measure outcomes by interviewing our clients and each is encouraged to set their own goals. The clients are interviewed again in six months. This lets our team know whether the client is moving closer to what they want to achieve.

The use of an outcome-focused way of measuring your activities is important. It will help ensure that PQSA is delivering results for people with disability.

It will also:

- Prove impact in a clear and compelling way
- Improve the impact of our PQSA services over time
- Increase funding sustainability
- Demonstrate PQSA's approach is unique, integrated and value for money

PQSA Supported Accommodation/Properties

These properties remain fully tenanted.

Heather Hales
Accommodation Manager



TERRI MAK

Involved in our Volunteer Program, Consumer Advisory Panel and the Recreation Program, Terri Mak is a well-known face at PQSA!

Terri considered her life ordinary before her injury. While enjoying a working holiday in Australia in 2013, she was involved in a motor vehicle accident. She sustained a Spinal Cord Injury and spent many months in the Hampstead Rehabilitation Centre.

It was at Hampstead that Terri met John Duthie, who invited her to take part in the MY disABILITIES book project earlier this year. Terri would like the book to encourage people and help them gain confidence in overcoming challenges. While she agrees that life is not easy with a disability, with the right support and encouragement, so much can be achieved.

Terri considers the work of our Peer Support Advocates a great example of this type of support. They introduced her to the QWERTY Hub run by PQSA and out volunteers, which she says is an excellent platform for contact with the outside world during an isolating time. Terri still maintains friendships that she made through QWERTY many years ago.

She also credits PQSA and the Discovering the Power in Me Workshop a pivotal experience in considering the changes to her life after the accident, learning to be adaptable and exploring new ways to learn.

With support from HomeCare+, Terri has a greater involvement in the community than most and an infectious positivity! She says she considers her life better than it was before her accident.

'I see more and feel that I have a greater understanding of people.'



Financials





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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE PARAPLEGIC AND QUADRIPLAGIC ASSOCIATION OF SOUTH AUSTRALIA INCORPORATED

Report on the Audit of the Financial Report

We have audited the accompanying financial report of The Paraplegic and Quadriplegic Association of South Australia Incorporated, which comprises the statement of financial position as at 30 June 2017, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the statement by the Committee.

In our opinion, the financial report gives a true and fair view of the financial position of The Paraplegic and Quadriplegic Association of South Australia Incorporated as at 30 June 2017, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards, Associations Incorporations Act (SA) 1985 and Australian Charities and Not-for-profits Commission Act 2012.

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 Paraplegic and Quadriplegic Association of South Australia Incorporated in accordance with the independence requirements of the Australian professional ethical pronouncements 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.

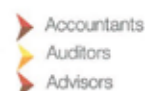
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Committee's Responsibility for the Financial Report

The Committee is responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements which form part of the financial report are appropriate to meet the financial reporting requirements of the Associations Incorporation Act (SA) 1985 and Australian Charities and Not-for-profits Commission Act 2012 and are appropriate to meet the needs of the members. The committee's responsibility also includes such internal control as the Committee determines necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.



A member of Bentleys, a network of independent accounting firms located throughout Australia, New Zealand and China that trade as Bentleys. All members of the Bentleys Network are affiliated only and are separate legal entities and not in Partnership. Liability limited by a scheme approved under Professional Standards Legislation. A member of Kreston International. A global network of independent accounting firms.



In preparing the financial report, the Committee is responsible for assessing The Paraplegic and Quadriplegic Association of South Australia Incorporated'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 the Committee either intends to liquidate The Paraplegic and Quadriplegic Association of South Australia Incorporated or to cease operations, or have no realistic alternative but to do so.

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.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at: <http://www.auasb.gov.au/Home.aspx>. This description forms part of our auditor's report.



BENTLEYS SA AUDIT PARTNERSHIP



**DAVID FRANCIS
PARTNER**

Dated in Adelaide on this 10th day of November 2017

The Paraplegic & Quadriplegic Association of South Australia Incorporated

ABN 92 713 327 348

Financial Statements

For the Year Ended 30 June 2017

The Paraplegic & Quadriplegic Association of South Australia Incorporated
ABN: 92 713 327 348

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Committee's Report

30 June 2017

The committee members submit the financial report of the Association for the financial year ended 30 June 2017.

1. General information

Committee members

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

Craig Clarke - President

Suzanne Twelftree - Vice President

Steven Russo - Treasurer

Robyn Clissold (resigned on 15 November 2016)

Stephanie Thorpe (resigned on 15 November 2016)

Gary Allison

Tim White (resigned on 15 November 2016)

Kenneth Soward

Marissa Brown

Principal activities

The principal activities of the Association during the financial year were to provide attendant care and other support services to those who have suffered a spinal cord injury.

Significant changes

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

Benefits as a result of contracts

During the financial year, there were no benefits received or entitled to be received as a result of a contract between an officer, firm or body corporate and the Association.

Payments and other benefits

Payments were made to associated entities of the following officers (inclusive of GST)

Steven Russo - \$19,514

The fees charged by the above were on normal commercial terms.

2. Operating results and review of operations for the year

Operating result

The profit of the Association for the financial year after providing for income tax amounted to \$ 929,974 (2016: \$ 401,824).

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

Craig Clarke: 

Steven Russo: 

Dated this 9th day of November 2017

The Paraplegic & Quadriplegic Association of South Australia Incorporated
ABN: 92 713 327 348

Statement of Profit or Loss and Other Comprehensive Income

For the Year Ended 30 June 2017

| | | 2017 | 2016 |
|--|-------------|----------------|-----------------|
| | Note | \$ | \$ |
| Income | 4 | 21,912,857 | 18,714,392 |
| Employee benefits expense | 5 | (18,852,118) | (16,032,634) |
| Depreciation and amortisation expense | 5 | (146,279) | (176,562) |
| Travel expenses | | (338,505) | (237,552) |
| Telephone expense | | (136,876) | (150,230) |
| Promotions | | (146,144) | (158,117) |
| Operating lease rental payments | 5 | (540,148) | (503,517) |
| Other expenses | | (904,968) | (1,011,443) |
| Finance costs | 5 | (9,323) | (7,830) |
| Profit before income tax | | 838,496 | 436,507 |
| Income tax expense | | - | - |
| Profit from continuing operations | | 838,496 | 436,507 |
| Profit for the year | | 838,496 | 436,507 |
| Net change in the value of available for sale assets | | 91,478 | (34,683) |
| Other comprehensive income for the year | | 91,478 | (34,683) |
| Total comprehensive income for the year | | 929,974 | 401,824 |

The accompanying notes form part of these financial statements.

The Paraplegic & Quadriplegic Association of South Australia Incorporated
ABN: 92 713 327 348

Statement of Assets and Liabilities

30 June 2017

| | Note | 2017 \$ | 2016 \$ |
|--------------------------------------|------|------------------|------------------|
| ASSETS | | | |
| CURRENT ASSETS | | | |
| Cash and cash equivalents | 7 | 2,477,638 | 1,016,273 |
| Trade and other receivables | 8 | 651,634 | 971,377 |
| Inventories | 9 | 67,102 | 69,098 |
| Other Assets | 12 | 67,527 | 61,405 |
| TOTAL CURRENT ASSETS | | 3,263,901 | 2,118,151 |
| NON-CURRENT ASSETS | | | |
| Financial assets | 10 | 1,068,675 | 962,668 |
| Property, plant and equipment | 11 | 3,681,955 | 3,307,571 |
| TOTAL NON-CURRENT ASSETS | | 4,750,630 | 4,270,239 |
| TOTAL ASSETS | | 8,014,531 | 6,388,390 |
| LIABILITIES | | | |
| CURRENT LIABILITIES | | | |
| Trade and other payables | 13 | 695,791 | 538,956 |
| Borrowings | 14 | 6,249 | - |
| Employee benefits | 16 | 1,372,213 | 1,134,221 |
| Other liabilities | 15 | - | 9,588 |
| TOTAL CURRENT LIABILITIES | | 2,074,253 | 1,682,765 |
| NON-CURRENT LIABILITIES | | | |
| Borrowings | 14 | 359,672 | - |
| Employee benefits | 16 | 215,053 | 270,046 |
| TOTAL NON-CURRENT LIABILITIES | | 574,725 | 270,046 |
| TOTAL LIABILITIES | | 2,648,978 | 1,952,811 |
| NET ASSETS | | 5,365,553 | 4,435,579 |
| EQUITY | | | |
| Retained earnings | | 5,365,553 | 4,435,579 |
| TOTAL EQUITY | | 5,365,553 | 4,435,579 |

The accompanying notes form part of these financial statements.

The Paraplegic & Quadriplegic Association of South Australia Incorporated
ABN: 92 713 327 348

Statement of Changes in Equity

For the Year Ended 30 June 2017

2017

| | Retained Earnings | Investment Revaluation Reserve | Total |
|---|----------------------|--------------------------------------|-----------|
| Note | \$ | \$ | \$ |
| Balance at 1 July 2016 | 4,421,050 | 14,529 | 4,435,579 |
| Profit attributable to members of the entity | 838,496 | - | 838,496 |
| Total other comprehensive income for the period | - | 91,478 | 91,478 |
| Balance at 30 June 2017 | 5,259,546 | 106,007 | 5,365,553 |

2016

| | Retained Earnings | General Reserve | Total |
|---|----------------------|--------------------|-----------|
| Note | \$ | \$ | \$ |
| Balance at 1 July 2015 | 3,984,543 | 49,212 | 4,033,755 |
| Profit attributable to members of entity | 436,507 | - | 436,507 |
| Total other comprehensive income for the period | - | (34,683) | (34,683) |
| Balance at 30 June 2016 | 4,421,050 | 14,529 | 4,435,579 |

The accompanying notes form part of these financial statements.

The Paraplegic & Quadriplegic Association of South Australia Incorporated
ABN: 92 713 327 348

Statement of Cash Flows
For the Year Ended 30 June 2017

| | Note | 2017 \$ | 2016 \$ |
|---|------|-------------------------|-------------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES: | | | |
| Receipts from customers | | 22,232,601 | 18,449,195 |
| Payments to suppliers and employees | | (20,813,293) | (18,203,830) |
| Interest received | | 43,621 | 33,705 |
| Interest paid | | (9,323) | (7,830) |
| Net cash provided by/(used in) operating activities | 24 | <u>1,453,606</u> | <u>271,240</u> |
| CASH FLOWS FROM INVESTING ACTIVITIES: | | | |
| Proceeds from sale of property, plant and equipment | | 326,686 | - |
| Purchase of property, plant and equipment | | (684,848) | (289,444) |
| Net cash used by investing activities | | <u>(358,162)</u> | <u>(289,444)</u> |
| CASH FLOWS FROM FINANCING ACTIVITIES: | | | |
| Proceeds from borrowings | | 379,119 | - |
| Repayment of borrowings | | (13,198) | (444,035) |
| Net cash used by financing activities | | <u>365,921</u> | <u>(444,035)</u> |
| Net increase/(decrease) in cash and cash equivalents held | | 1,461,365 | (462,239) |
| Cash and cash equivalents at beginning of year | | <u>1,016,273</u> | <u>1,478,512</u> |
| Cash and cash equivalents at end of financial year | 7 | <u><u>2,477,638</u></u> | <u><u>1,016,273</u></u> |

The accompanying notes form part of these financial statements.

The Paraplegic & Quadriplegic Association of South Australia Incorporated
ABN: 92 713 327 348

Notes to the Financial Statements

For the Year Ended 30 June 2017

The financial statements cover The Paraplegic & Quadriplegic Association of South Australia Incorporated as an individual entity. The Paraplegic & Quadriplegic Association of South Australia Incorporated is a not-for-profit Association incorporated in South Australia under the *Associations Incorporation Act (SA) 1985* ('the Act') and is a registered charity under the Australian Charities and Not-for-profits Commission Act 2012.

The principal activities of the Association for the year ended 30 June 2017 were to provide attendant care and other support services to those who have suffered a spinal cord injury.

The functional and presentation currency of The Paraplegic & Quadriplegic Association of South Australia Incorporated is Australian dollars.

Comparatives are consistent with prior years, unless otherwise stated.

1 Basis of Preparation

The financial statements are general purpose financial statements that have been prepared in accordance with the Australian Accounting Standards and the Act.

2 Summary of Significant Accounting Policies

(a) Income Tax

The Association is exempt from income tax under Division 50 of the *Income Tax Assessment Act 1997*.

(b) Leases

Lease payments for operating leases, where substantially all of the risks and benefits remain with the lessor, are charged as expenses on a straight-line basis over the life of the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight-line basis over the life of the lease term.

(c) Revenue and other income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the Association and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates.

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

Grant Revenue

Grant revenue is recognised in the statement of profit or loss and other comprehensive income when the entity obtains control of the grant, it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be measured reliably.

When grant revenue is received whereby the entity incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the

Notes to the Financial Statements

For the Year Ended 30 June 2017

2 Summary of Significant Accounting Policies (continued)

(c) Revenue and other income (continued)

statement of assets and liabilities as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

Donations

Donations and bequests are recognised as revenue when received.

Interest Revenue

Interest is recognised using the effective interest method.

Dividend revenue

Dividends are recognised when the entity's right to receive payment is established.

Rendering of services

Revenue in relation to rendering of services is recognised depending on whether the outcome of the services can be estimated reliably. If the outcome can be estimated reliably then the stage of completion of the services is used to determine the appropriate level of revenue to be recognised in the period.

If the outcome cannot be reliably estimated then revenue is recognised to the extent of expenses recognised that are recoverable.

Rental income

Investment property revenue is recognised on a straight-line basis over a period of the lease term so as to reflect a constant periodic rate of return on the net investment.

Subscriptions

Revenue from the provision of membership subscriptions is recognised on a straight line basis over the financial year.

Other income

Other income is recognised on an accruals basis when the Association is entitled to it.

(d) Borrowing costs

Borrowing costs that are directly attributable to the acquisition, construction or production of a qualifying asset are capitalised as part of the cost of that asset.

All other borrowing costs are recognised as an expense in the period in which they are incurred.

Notes to the Financial Statements

For the Year Ended 30 June 2017

2 Summary of Significant Accounting Policies (continued)

(e) Goods and services tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payable are stated inclusive of GST.

The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the statement of assets and liabilities.

Cash flows in the statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

(f) Inventories

Inventories are measured at the lower of cost and net realisable value. Cost of inventory is determined using the first-in-first-out basis and is net of any rebates and discounts received.

(g) Property, plant and equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment.

Items of property, plant and equipment acquired for nil or nominal consideration have been recorded at the acquisition date fair value. Costs include the purchase price, other directly attributable costs and the initial estimate of the costs of dismantling and restoring the asset, where applicable.

Land and buildings

Land and buildings are measured using the cost model.

Plant and equipment

Plant and equipment are measured using the cost model.

Depreciation

Property, plant and equipment, excluding freehold land, is depreciated on a straight-line basis over the assets useful life to the Association, commencing when the asset is ready for use.

Leased assets and leasehold improvements are amortised over the shorter of either the unexpired period of the lease or their estimated useful life.

Notes to the Financial Statements For the Year Ended 30 June 2017

2 Summary of Significant Accounting Policies (continued)

(h) Financial instruments (continued)

The depreciation rates used for each class of depreciable asset are shown below:

| Fixed asset class | Depreciation rate |
|------------------------|-------------------|
| Buildings | 2.5% |
| Plant and Equipment | 20%-50% |
| Leasehold improvements | 5%-22.5% |

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

(h) Financial instruments

Financial instruments are recognised initially using trade date accounting, i.e. on the date that the Association becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

Financial Assets

Financial assets are divided into the following categories which are described in detail below:

- loans and receivables;
- and available-for-sale financial assets

Financial assets are assigned to the different categories on initial recognition, depending on the characteristics of the instrument and its purpose. A financial instrument's category is relevant to the way it is measured and whether any resulting income and expenses are recognised in profit or loss or in other comprehensive income.

All income and expenses relating to financial assets are recognised in the statement of profit or loss and other comprehensive income in the 'finance income' or 'finance costs' line item respectively.

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They arise principally through the provision of goods and services to customers but also incorporate other types of contractual monetary assets.

After initial recognition these are measured at amortised cost using the effective interest method, less provision for impairment. Any change in their value is recognised in profit or loss.

The Association's trade and other receivables fall into this category of financial instruments.

Discounting is omitted where the effect of discounting is considered immaterial.

Notes to the Financial Statements

For the Year Ended 30 June 2017

2 Summary of Significant Accounting Policies (continued)

(h) Financial Instruments (continued)

Significant receivables are considered for impairment on an individual asset basis when they are past due at the reporting date or when objective evidence is received that a specific counterparty will default.

The amount of the impairment is the difference between the net carrying amount and the present value of the future expected cash flows associated with the impaired receivable.

In some circumstances, the Association renegotiates repayment terms with customers which may lead to changes in the timing of the payments, the Association does not necessarily consider the balance to be impaired, however assessment is made on a case-by-case basis.

Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that do not qualify for inclusion in any of the other categories of financial assets or which have been designated in this category. The Association's available-for-sale financial assets comprise listed securities.

All available-for-sale financial assets are measured at fair value, with subsequent changes in value recognised in other comprehensive income.

Gains and losses arising from financial instruments classified as available-for-sale are only recognised in profit or loss when they are sold or when the investment is impaired.

In the case of impairment or sale, any gain or loss previously recognised in equity is transferred to the profit or loss.

Losses recognised in the prior period statement of profit or loss and other comprehensive income resulting from the impairment of debt securities are reversed through the statement of profit or loss and other comprehensive income, if the subsequent increase can be objectively related to an event occurring after the impairment loss was recognised in profit or loss.

Financial liabilities

Financial liabilities are classified as either financial liabilities 'at fair value through profit or loss' or other financial liabilities depending on the purpose for which the liability was acquired. Although the Association uses derivative financial instruments in economic hedges of currency and interest rate risk, it does not hedge account for these transactions.

The Association's financial liabilities include borrowings, trade and other payables (including finance lease liabilities), which are measured at amortised cost using the effective interest rate method.

Impairment of financial assets

At the end of the reporting period the Association assesses whether there is any objective evidence that a financial asset or group of financial assets is impaired.

Notes to the Financial Statements

For the Year Ended 30 June 2017

2 Summary of Significant Accounting Policies (continued)

(h) Financial Instruments (continued)

Financial assets at amortised cost

If there is objective evidence that an impairment loss on financial assets carried at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of the estimated future cash flows discounted at the financial assets original effective interest rate.

Impairment on loans and receivables is reduced through the use of an allowance accounts, all other impairment losses on financial assets at amortised cost are taken directly to the asset.

Subsequent recoveries of amounts previously written off are credited against other expenses in profit or loss.

Available-for-sale financial assets

A significant or prolonged decline in value of an available-for-sale asset below its cost is objective evidence of impairment, in this case, the cumulative loss that has been recognised in other comprehensive income is reclassified from equity to profit or loss as a reclassification adjustment. Any subsequent increase in the value of the asset is taken directly to other comprehensive income.

(i) Cash and cash equivalents

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

Bank overdraft also form part of cash equivalents for the purpose of the statement of cash flows and are presented within current liabilities on the statement of assets and liabilities.

(j) Employee benefits

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 that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cashflows are discounted using market yields on high quality corporate bond rates incorporating bonds rated AAA or AA by credit agencies, with terms to maturity that match the expected timing of cashflows. Changes in the measurement of the liability are recognised in profit or loss.

Employee benefits are presented as current liabilities in the statement of assets and liabilities if the Association does not have unconditional right to defer settlement of the liability for at least 12 months after the reporting date, regardless of the classification of the liability for measurement purposes under AASB 119.

Notes to the Financial Statements

For the Year Ended 30 June 2017

2 Summary of Significant Accounting Policies (continued)

(k) Adoption of new and revised accounting standards

The Association has adopted all standards which become effective for the first time at 30 June 2017, the adoption of these standards has not caused any material adjustments to the reported financial position, performance or cash flow of the Association.

(l) New Accounting Standards and Interpretations

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods. The Association has decided not to early adopt these Standards. The following table summarises those future requirements, and their impact on the Association where the standard is relevant:

| Standard Name | Effective date for entity | Requirements | Impact |
|--|---------------------------|--|--|
| AASB 9 Financial Instruments and amending standards AASB 2010 7, AASB 2012 6, AASB 2013 9, AASB 2014-1, AASB 2014 7 and AASB 2014 8 | 30 June 2019 | Significant revision to the classification and measurement of financial assets, reducing the number of categories and simplifying the measurement choices, including the removal of impairment testing of assets measured at fair value. The amortised cost model is available for debt assets meeting both business model and cash flow characteristics test. All investments in equity instruments using AASB 9 are to be measured at fair value. Amends measurement rules for financial liabilities that the entity elects to measure at fair value through profit and loss. Changes in fair value attributable to changes in the entity's own credit risk are presented in the comprehensive income. | The available for sale investments held will be classified as fair value through OCI and will no longer be subject to impairment testing. Other impacts on the reported financial position and performance have not yet been determined. |

Notes to the Financial Statements

For the Year Ended 30 June 2017

2 Summary of Significant Accounting Policies (continued)

(I) New Accounting Standards and Interpretations (continued)

| Standard Name | Effective date for entity | Requirements | Impact |
|--|---------------------------|---|---|
| AASB 2015-1 Annual improvements (2012-2014 cycle) | 30 June 2017 | The following amendments/reclassifications are made: - AASB 5 - reclassification from held for sale to held for distribution to owners or from held for distribution to owners to held for sale is considered to the continuation of the original plan of disposal; AASB 7 - adds basis of conclusion to clarify disclosure requirements for transferred financial assets and offsetting arrangements; - AASB 119 - confirms that high quality corporate bonds or national government bonds used to determine discount rates must be in the same currency as benefits paid to the employee; - AASB 134 - clarifies information about references in the interim financial report | It is not expected that these changes will have material impact for the Association. |
| AASB 15 Revenue from contracts with customers and amending standard AASB 2014-15 | 30 June 2018 | AASB 15 introduces a five step process for revenue recognition with the core principle of the new Standard being for entities to recognise revenue to depict the transfer of goods and services to customers in amounts that reflect the consideration (that is, payment) to which the entity expects to be entitled in exchange for those goods or services. Accounting policy changes will arise in timing of revenue recognition, treatment of contract costs and contracts which containing a financing element. AASB 15 will also result in enhanced disclosures about revenue, provide guidance for transactions that were not previously addressed comprehensively (for example, service revenue and contract modifications) and improve guidance for multiple element arrangements. | The changes in revenue recognition requirements in AASB 15 may cause changes to the timing and amount of revenue recorded in the financial statements as well as additional disclosures. The impact of AASB 15 has not yet been quantified. |

Notes to the Financial Statements

For the Year Ended 30 June 2017

2 Summary of Significant Accounting Policies (continued)

(i) New Accounting Standards and Interpretations (continued)

| Standard Name | Effective date for entity | Requirements | Impact |
|----------------|---------------------------|--|---|
| AASB 16 Leases | 30 June 2019 | All leases that are long term will be required to be recorded on the balance sheet. The only exemption to this is leases considered to be 'short term', which is either a lease that is for less than 12 months or leases of low value assets. All leases are required to record depreciation and interest expense, in a similar manner to current finance lease accounting. | All long term leases will be required to be recorded on the balance sheet. All leases will be required to record depreciation and interest expense. |

3 Critical Accounting Estimates and Judgments

Those charged with governance make estimates and judgements during the preparation of these financial statements regarding assumptions about current and future events affecting transactions and balances.

These estimates and judgements are based on the best information available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

The significant estimates and judgements made have been described below.

Key estimates - impairment of property, plant and equipment

The Association assesses impairment at the end of each reporting period by evaluating conditions specific to the Association that may be indicative of impairment triggers. Recoverable amounts of relevant assets are reassessed using value-in-use calculations which incorporate various key assumptions.

With respect to cash flow projections for plant and equipment based in Australia, growth rates of 3% have been factored into valuation models for the next five years on the basis of management's expectations around the Association's continued ability to capture market share from competitors. Cash flow growth rates of 3% subsequent to this period have been used as this reflects historical industry averages. The rates used incorporate allowance for inflation. Pre-tax discount rates of 10% have been used in all models.

Key estimates - receivables

The receivables at reporting date have been reviewed to determine whether there is any objective evidence that any of the receivables are impaired. An impairment provision is included for any receivable where the entire balance is not considered collectible. The impairment provision is based on the best information at the reporting date.

Notes to the Financial Statements

For the Year Ended 30 June 2017

4 Revenue and Other Income

Revenue from continuing operations

| | 2017 \$ | 2016 \$ |
|---|--------------------------|--------------------------|
| Operating activities | | |
| - care recoveries | 20,776,068 | 17,677,971 |
| - operating grants | 380,254 | 364,370 |
| - respite accommodation | 395,702 | 280,399 |
| - sponsorship | 14,000 | 13,600 |
| - donations | 33,954 | 36,262 |
| - special events income | 104,795 | 103,408 |
| - rent received | 58,687 | 56,192 |
| - other operating activities | 72,542 | 76,655 |
| | <u>21,836,002</u> | <u>18,608,857</u> |
| Non Operating Activities | | |
| - other interest received | 43,821 | 33,705 |
| - dividend and distribution income | 40,350 | 48,660 |
| - imputation credits | 7,720 | 8,596 |
| - net gain(loss) on sale of investments | (14,836) | 14,574 |
| | <u>76,855</u> | <u>105,535</u> |
| Total Revenue | <u>21,912,857</u> | <u>18,714,392</u> |

5 Result for the Year

The result for the year was derived after charging / (crediting) the following items:

Finance Cost includes all interest-related expenses, other than those arising from financial assets at fair value through profit or loss. The following amounts have been included in the finance costs line in the statement of profit or loss and other comprehensive income for the reporting period presented:

| | 2017 \$ | 2016 \$ |
|---|---------------------|---------------------|
| Finance Costs | | |
| Financial liabilities measured at amortised cost: | | |
| - Finance costs | <u>9,323</u> | <u>7,830</u> |
| Total finance costs | <u>9,323</u> | <u>7,830</u> |

The result for the year includes the following specific expenses:

| | 2017 \$ | 2016 \$ |
|---------------------------|------------|------------|
| Employee benefits expense | 18,852,118 | 16,032,634 |
| Amortisation expense | 146,279 | 176,562 |

Notes to the Financial Statements

For the Year Ended 30 June 2017

5 Result for the Year (continued)

| | 2017 | 2016 |
|-------------------------------------|---------|---------|
| | \$ | \$ |
| Rental expense on operating leases: | | |
| - Rent of properties | 540,148 | 503,517 |

6 Operating Segments

The Association operated predominately in one business and geographical segment being the provision of attendant care and other support services in South Australia to those who have suffered a spinal cord injury.

7 Cash and Cash Equivalents

| | 2017 | 2016 |
|--------------------------|------------------|------------------|
| | \$ | \$ |
| Cash at bank and in hand | 2,477,638 | 1,016,273 |
| | <u>2,477,638</u> | <u>1,016,273</u> |

Reconciliation of cash

Cash and Cash equivalents reported in the statement of cash flows are reconciled to the equivalent items in the statement of assets and liabilities as follows:

| | 2017 | 2016 |
|---------------------------|-----------|-----------|
| | \$ | \$ |
| Cash and cash equivalents | 2,477,638 | 1,016,273 |

8 Trade and Other Receivables

| | 2017 | 2016 |
|---|----------------|----------------|
| | \$ | \$ |
| CURRENT | | |
| Trade receivables | 656,244 | 985,154 |
| Provision for impairment | (40,000) | (40,000) |
| | <u>616,244</u> | <u>945,154</u> |
| Other receivables | 35,390 | 26,223 |
| Total current trade and other receivables | <u>651,634</u> | <u>971,377</u> |

(a) Collateral held as security

The Association does not hold any collateral over receivable balances.

The carrying value of trade receivables is considered a reasonable approximation of fair value due to the short-term nature of the balances.

The maximum exposure to credit risk at the reporting date is the fair value of each class of receivable in the financial statements.

Notes to the Financial Statements
For the Year Ended 30 June 2017

9 Inventories

| | 2017 | 2016 |
|---------------------------|---------------|---------------|
| | \$ | \$ |
| CURRENT | | |
| At cost: | | |
| Merchandise & consumables | 67,102 | 69,096 |
| | <u>67,102</u> | <u>69,096</u> |

10 Financial Assets

| | 2017 | 2016 |
|-------------------------------------|------------------|----------------|
| | \$ | \$ |
| Available for sale financial assets | 1,068,675 | 962,668 |
| | <u>1,068,675</u> | <u>962,668</u> |

(a) Available-for-sale financial assets

| | | |
|--|------------------|----------------|
| (a) Listed investments at fair value | | |
| -shares in listed corporations and managed funds | 1,068,675 | 962,668 |
| | <u>1,068,675</u> | <u>962,668</u> |

11 Property, plant and equipment

| | 2017 | 2016 |
|--|------------------|------------------|
| | \$ | \$ |
| Land and building | | |
| At cost | 3,862,400 | 3,399,215 |
| Accumulated Depreciation | (491,033) | (445,349) |
| Total land and building | <u>3,371,367</u> | <u>2,953,866</u> |
| Plant and equipment | | |
| At cost | 503,569 | 885,699 |
| Accumulated depreciation | (446,312) | (771,726) |
| Total plant and equipment | <u>57,257</u> | <u>113,973</u> |
| Furniture, fixtures and fittings | | |
| Cost | 144,952 | 134,507 |
| Accumulated depreciation | (88,870) | (81,054) |
| Total furniture, fixtures and fittings | <u>56,082</u> | <u>53,453</u> |

The Paraplegic & Quadriplegic Association of South Australia Incorporated
ABN: 92 713 327 348

Notes to the Financial Statements
For the Year Ended 30 June 2017

11 Property, plant and equipment (continued)

| | | |
|-------------------------------------|-----------|-----------|
| Improvements | | |
| Cost | 279,702 | 332,684 |
| Accumulated Depreciation | (82,453) | (146,405) |
| Total improvements | 197,249 | 186,279 |
| Total plant and equipment | 310,588 | 353,705 |
| Total property, plant and equipment | 3,681,955 | 3,307,571 |

Notes to the Financial Statements

For the Year Ended 30 June 2017

11 Property, plant and equipment (continued)

(a) Movements in carrying amounts of property, plant and equipment

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year:

| | Buildings | Plant and Equipment | Furniture, Fixtures and Fittings | Improvements | Total |
|---------------------------------------|------------------|---------------------|----------------------------------|----------------|------------------|
| | \$ | \$ | \$ | \$ | \$ |
| Year ended 30 June 2017 | | | | | |
| Balance at beginning of year | 2,953,866 | 113,973 | 53,453 | 186,279 | 3,307,571 |
| Additions | 652,480 | - | 10,444 | 21,924 | 684,848 |
| Disposals | (154,759) | (15,034) | - | 5,608 | (164,185) |
| Depreciation | (80,220) | (41,682) | (7,815) | (16,562) | (146,279) |
| Balance at the end of the year | 3,371,367 | 57,257 | 56,082 | 197,249 | 3,681,955 |

| | Buildings | Plant and Equipment | Furniture, Fixtures and Fittings | Improvements | Total |
|---------------------------------------|------------------|---------------------|----------------------------------|----------------|------------------|
| | \$ | \$ | \$ | \$ | \$ |
| Year ended 30 June 2016 | | | | | |
| Balance at beginning of year | 3,021,321 | 141,441 | 53,548 | 10,278 | 3,226,588 |
| Additions | 5,296 | 50,569 | 7,683 | 225,896 | 289,444 |
| Depreciation | (72,751) | (78,037) | (7,778) | (17,996) | (176,562) |
| Write off of assets | - | - | - | (31,899) | (31,899) |
| Balance at the end of the year | 2,953,866 | 113,973 | 53,453 | 186,279 | 3,307,571 |

12 Other Assets

| | 2017 | 2016 |
|-------------|---------------|---------------|
| | \$ | \$ |
| CURRENT | | |
| Prepayments | 67,527 | 61,405 |
| | 67,527 | 61,405 |

Notes to the Financial Statements

For the Year Ended 30 June 2017

13 Trade and Other Payables

| | 2017 | 2016 |
|-----------------------|----------------|----------------|
| | \$ | \$ |
| Unsecured liabilities | | |
| Trade payables | 111,895 | 125,942 |
| GST payable | 379,810 | 299,384 |
| Unused grant funding | 112,136 | 56,779 |
| Other payables | 91,950 | 56,851 |
| | <u>695,791</u> | <u>538,956</u> |

(a) Financial liabilities at amortised cost classified as trade and other payables

| | 2017 | 2016 |
|--------------------------|----------------|----------------|
| | \$ | \$ |
| Trade and other payables | <u>695,791</u> | <u>538,956</u> |
| | <u>695,791</u> | <u>538,956</u> |

Collateral Pledged

No collateral has been pledged for any of the trade and other payable balances.

All amounts are short term and the carrying values are considered to be a reasonable approximation of fair value.

14 Borrowings

| | 2017 | 2016 |
|--------------------------|--------------|----------|
| | \$ | \$ |
| CURRENT | | |
| Secured liabilities: | | |
| Bank loan | <u>6,249</u> | <u>-</u> |
| Total current borrowings | <u>6,249</u> | <u>-</u> |

Notes to the Financial Statements

For the Year Ended 30 June 2017

14 Borrowings (continued)

| | 2017 | 2016 |
|-------------------------------------|----------------|----------|
| | \$ | \$ |
| NON-CURRENT | | |
| Secured liabilities: | | |
| Bank loan | 359,672 | - |
| Total non-current borrowings | 359,672 | - |

(a) Defaults and breaches

During the current year, there were no defaults or breaches on any of the loans.

Bank loans are secured by the first registered loans over the freehold properties owned by the Association.

15 Other Liabilities

| | 2017 | 2016 |
|-----------------------------|----------|--------------|
| | \$ | \$ |
| CURRENT | | |
| Amounts received in advance | - | 9,588 |
| | - | 9,588 |

16 Employee Benefits

| | 2017 | 2016 |
|---------------------------------|------------------|------------------|
| | \$ | \$ |
| Current liabilities | | |
| Long service leave | 1,093,153 | 849,488 |
| Provision for employee benefits | 279,060 | 284,733 |
| | 1,372,213 | 1,134,221 |

| | 2017 | 2016 |
|-------------------------|----------------|----------------|
| | \$ | \$ |
| Non-current liabilities | | |
| Long Service Leave | 215,053 | 270,046 |
| | 215,053 | 270,046 |

Notes to the Financial Statements For the Year Ended 30 June 2017

17 Capital and Leasing Commitments

(a) Operating Leases

| | 2017 | 2016 |
|--|------------------|------------------|
| | \$ | \$ |
| Minimum lease payments under non-cancellable operating leases: | | |
| - not later than one year | 566,206 | 544,818 |
| - between one year and five years | 1,891,478 | 2,527,760 |
| | <u>2,457,684</u> | <u>3,072,578</u> |

Operating leases have been taken out for premises and motor vehicles. Lease payments are increased on an annual basis to reflect market rentals.

18 Financial Risk Management

The Association is exposed to a variety of financial risks through its use of financial instruments.

The Association's overall risk management plan seeks to minimise potential adverse effects due to the unpredictability of financial markets.

The Association does not speculate in financial assets.

The most significant financial risks to which the Association is exposed to are described below:

Specific risks

- Liquidity risk
- Credit risk
- Market risk - currency risk, interest rate risk and price risk

Financial Instruments used

The principal categories of financial instrument used by the Association are:

- Trade receivables
- Cash at bank
- Bank overdraft
- Investments in listed shares
- Trade and other payables

Notes to the Financial Statements

For the Year Ended 30 June 2017

18 Financial Risk Management (continued)

Liquidity risk

Liquidity risk arises from the Association's management of working capital and the finance charges and principal repayments on its debt instruments. It is the risk that the Association will encounter difficulty in meeting its financial obligations as they fall due.

The Association's policy is to ensure that it will always have sufficient cash to allow it to meet its liabilities as and when they fall due. The Association maintains cash and marketable securities to meet its liquidity requirements for up to 30-day periods. Funding for long-term liquidity needs is additionally secured by an adequate amount of committed credit facilities and the ability to sell long-term financial assets.

The Association manages its liquidity needs by carefully monitoring scheduled debt servicing payments for long-term financial liabilities as well as cash-outflows due in day-to-day business.

Liquidity needs are monitored in various time bands, on a day-to-day and week-to-week basis, as well as on the basis of a rolling 30-day projection. Long-term liquidity needs for a 180-day and a 360-day period are identified monthly.

At the reporting date, these reports indicate that the Association expected to have sufficient liquid resources to meet its obligations under all reasonably expected circumstances and will not need to draw down any of the financing facilities.

The Association's liabilities have contractual maturities which are summarised below:

| | Less than 12 Months | | Greater than 12 Months | |
|----------------|---------------------|----------------|------------------------|----------|
| | 2017 | 2016 | 2017 | 2016 |
| | \$ | \$ | \$ | \$ |
| Loans | 6,249 | - | 359,672 | - |
| Trade payables | 695,791 | 538,956 | - | - |
| Total | 702,040 | 538,956 | 359,672 | - |

Credit risk

Credit risk refers to the risk that a counterparty will default on its contractual obligations resulting in a financial loss to the Association.

Credit risk arises from cash and cash equivalents, derivative financial instruments and deposits with banks and financial institutions, as well as credit exposure to wholesale and retail customers, including outstanding receivables and committed transactions.

The Association has adopted a policy of only dealing with creditworthy counterparties as a means of mitigating the risk of financial loss from defaults. The utilisation of credit limits by customers is regularly monitored by line management. Customers who subsequently fail to meet their credit terms are required to make purchases on a prepayment basis until creditworthiness can be re-established.

Trade receivables consist of a large number of customers, spread across diverse industries and geographical areas. Ongoing credit evaluation is performed on the financial condition of accounts receivable.

Notes to the Financial Statements

For the Year Ended 30 June 2017

18 Financial Risk Management (continued)

Credit risk (continued)

The Committee of Management receives monthly reports summarising the turnover, trade receivables balance and aging profile of each of the key customers individually and the Association's other customers analysed by industry sector as well as a list of customers currently transacting on a prepayment basis or who have balances in excess of their credit limits.

Management considers that all the financial assets that are not impaired for each of the reporting dates under review are of good credit quality, including those that are past due.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

The following table details the Association's trade and other receivables exposure to credit risk (prior to collateral and other credit enhancements) with ageing analysis and impairment provided for thereon. Amounts are considered as 'past due' when the debt has not been settled, within the terms and conditions agreed between the Association and the customer or counter party to the transaction. Receivables that are past due are assessed for impairment by ascertaining solvency of the debtors and are provided for where there is objective evidence indicating that the debt may not be fully repaid to the Association.

The balances of receivables that remain within initial trade terms (as detailed in the table) are considered to be of high credit quality.

| | Gross amount \$ | Past due and impaired \$ | Past due but not impaired (days overdue) | | | | Within initial trade terms \$ |
|----------------------------|--------------------|-----------------------------|---|----------------|----------------|------------|----------------------------------|
| | | | < 30 \$ | 31-60 \$ | 61-90 \$ | > 90 \$ | |
| 2017 | | | | | | | |
| Trade and term receivables | 656,244 | 40,000 | 97,213 | 29,099 | 201,535 | - | 288,397 |
| Other receivables | 35,390 | - | - | - | - | - | 35,390 |
| Total | 691,634 | 40,000 | 97,213 | 29,099 | 201,535 | - | 323,787 |
| 2016 | | | | | | | |
| Trade and term receivables | 985,154 | 40,000 | 84,715 | 204,316 | 254,429 | - | 401,694 |
| Other receivables | 26,223 | - | - | - | - | - | 26,223 |
| Total | 1,011,377 | 40,000 | 84,715 | 204,316 | 254,429 | - | 427,917 |

The Association does not hold any financial assets with terms that have been renegotiated, which would otherwise be past due or impaired.

The other classes of receivables do not contain impaired assets.

Notes to the Financial Statements

For the Year Ended 30 June 2017

18 Financial Risk Management (continued)

Market risk

(I) Interest rate risk

The Association is exposed to interest rate risk as funds are borrowed at floating and fixed rates. Borrowings issued at fixed rates expose the Association to fair value interest rate risk.

The Association's policy is to minimise interest rate cash flow risk exposures on long-term financing. Longer-term borrowings are therefore usually at fixed rates. At the reporting date, the Association is exposed to changes in market interest rates through its bank borrowings, which are subject to variable interest rates.

The following table illustrates the sensitivity of the net result for the year and equity to a reasonably possible change in interest rates of +0.25% and -0.25% (2016: +0.25%/-0.25%), with effect from the beginning of the year. These changes are considered to be reasonably possible based on observation of current market conditions and economist reports.

The calculations are based on the financial instruments held at each reporting date. All other variables are held constant.

| | 2017 | | 2016 | |
|-------------|--------|--------|--------|--------|
| | +0.25% | -0.25% | +0.25% | -0.25% |
| | \$ | \$ | \$ | \$ |
| Net results | 915 | (915) | - | - |
| Equity | 915 | (915) | - | - |

(ii) Other risk

The Association is exposed to equity securities price risk. This arises from listed investments held by the Association and classified as available-for-sale on the statement of assets and liabilities.

Equity instruments are held for strategic rather than trading purposes and the Association does not actively trade these investments.

Association is not exposed to commodity price risk.

At reporting date, if the Australian Securities Exchange index had increased/decreased by 10% with all other variables held constant and all of the Association's equity instruments moved according to the historical co-relation with the index, the impact on profit and equity is shown in the table below:

| | 2017 | | 2016 | |
|---------------------------|---------|-----------|---------|----------|
| | +10.00% | -10.00% | +10.00% | -10.00% |
| ASX Index | | | | |
| Impact on post-tax profit | 106,900 | (106,900) | 96,300 | (96,300) |
| Impact on equity | 106,900 | (106,900) | 96,300 | (96,300) |

Notes to the Financial Statements

For the Year Ended 30 June 2017

19 Key Management Personnel Remuneration

The totals of remuneration paid to the key management personnel of The Paraplegic & Quadriplegic Association of South Australia Incorporated during the year are as follows:

| | 2017 | 2016 |
|------------------------------|----------------|----------------|
| | \$ | \$ |
| Short-term employee benefits | 882,815 | 813,123 |
| Long-term benefits | 83,867 | 77,247 |
| Non-cash benefits | 20,000 | 20,000 |
| | <u>986,682</u> | <u>910,370</u> |

Other Key Management Personnel Transactions

For details of other transactions with key management personnel, refer to Note 23: Related Party Transactions.

20 Auditors' Remuneration

| | 2017 | 2016 |
|----------------------------------|---------------|---------------|
| | \$ | \$ |
| Remuneration of the auditor for: | | |
| - Audit of financial statements | 19,000 | 21,996 |
| Total | <u>19,000</u> | <u>21,996</u> |

21 Fair Value Measurement

The Association measures the following assets and liabilities at fair value on a recurring basis:

- Financial assets
 - Listed Shares

Fair value hierarchy

AASB 13 *Fair Value Measurement* requires all assets and liabilities measured at fair value to be assigned to a level in the fair value hierarchy as follows:

| | |
|---------|--|
| Level 1 | Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date. |
| Level 2 | Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly. |
| Level 3 | Unobservable inputs for the asset or liability. |

The table below shows the assigned level for each asset and liability held at fair value by the Association:

Notes to the Financial Statements

For the Year Ended 30 June 2017

21 Fair Value Measurement (continued)

Fair value hierarchy (continued)

| | Level 1 | Level 2 | Level 3 | Total |
|--|-----------|---------|---------|-----------|
| | \$ | \$ | \$ | \$ |
| 30 June 2017 | | | | |
| Recurring fair value measurements | | | | |
| Financial assets | | | | |
| Listed Shares | 1,068,675 | - | - | 1,068,675 |
| 30 June 2016 | | | | |
| Recurring fair value measurements | | | | |
| Financial assets | | | | |
| Listed Shares | 962,668 | - | - | 962,668 |

Highest and Best Use

The current use of each asset measured at fair value is considered to be its highest and best use.

22 Contingencies

Contingent Liabilities

The Paraplegic & Quadriplegic Association of South Australia Incorporated had the following contingent liabilities at the end of the reporting period:

The Association executed a Deed on 24 September 2009 with the South Australian Housing Trust (SAHT). The Deed is in relation with Corriedale Park Project whereby SAHT contributed \$716,625 (GST exclusive). The association has an obligation until 24 September 2039 to repay the full amount of the SAHT contribution if the association breaches the relevant clauses of the Deed and if it fails to rectify the breach in accordance with the provisions of the Deed.

In 2007, the Association entered into an Affordable Housing Program Facilitation Agreement with the Minister of Housing and SAHT. The agreement is in relation with Ramsay Rebuild Project whereby SAHT provided grant of \$400,000. If SAHT exercises the option available in the agreement following default by the association under clause 23 of the agreement, monies payable by SAHT under the relevant clauses of the agreement shall be rebateable by the association to SAHT to the value of monies calculated under Schedule 5 Item 5 of the Agreement and any costs incorrect or assumed by SAHT in respect of the proceeding under the clause 23 of the Agreement.

Notes to the Financial Statements

For the Year Ended 30 June 2017

23 Related Parties

- (a) The Association's main related parties are as follows:

(i) Key management personnel:

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity are considered key management personnel.

For details of remuneration disclosures relating to key management personnel, refer to Note 19: Key Management Personnel Disclosures.

(ii) Other related parties include close family members of key management personnel and entities that are controlled.

Other related parties include close family members of key management personnel and entities that are controlled or significantly influenced by those key management personnel or their close family members.

- (b) Transactions with related parties

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

The following transactions occurred with related parties:

| | 2017 | 2016 |
|--|--------|--------|
| Other related parties | | |
| (a) Transactions | | |
| Purchase of accounting services from entities related to board members | 19,514 | 25,300 |
| (b) Balances | | |
| Amounts payable to entities related to board members | 1,760 | 2,230 |

Notes to the Financial Statements

For the Year Ended 30 June 2017

24 Cash Flow Information

(a) Reconciliation of result for the year to cashflows from operating activities

Reconciliation of net income to net cash provided by operating activities:

| | 2017 | 2016 |
|--|------------------|----------------|
| | \$ | \$ |
| Profit for the year | 929,974 | 401,823 |
| Cash flows excluded from profit attributable to operating activities | | |
| Non-cash flows in profit: | | |
| - depreciation | 146,279 | 176,563 |
| - net gain on disposal of property, plant and equipment | (162,501) | - |
| - write-off of leasehold improvement | - | 31,899 |
| - net (gain)/loss on investment portfolio | (106,007) | (14,529) |
| Changes in assets and liabilities: | | |
| - (increase)/decrease in trade and other receivables | 319,744 | (182,787) |
| - (increase)/decrease in other assets | (6,122) | (9,951) |
| - (increase)/decrease in inventories | 1,995 | 14,432 |
| - increase/(decrease) in other liabilities | (9,590) | (266,589) |
| - increase/(decrease) in trade and other payables | 156,835 | (108,737) |
| - increase/(decrease) in employee benefits | 182,999 | 229,116 |
| Cashflows from operations | <u>1,453,606</u> | <u>271,240</u> |

25 Events after the end of the Reporting Period

The financial report was authorised for issue on 9 November 2017 by the Committee of Management.

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Association, the results of those operations or the state of affairs of the Association in future financial years.

26 Statutory Information

The registered office of the association is:
The Paraplegic & Quadriplegic Association of South Australia Incorporated
225 Greenhill Road
DULWICH SA 5065

The Paraplegic & Quadriplegic Association of South Australia Incorporated
ABN: 92 713 327 348

Statement by Members of the Committee

In the opinion of the committee the financial report as set out on pages 2 to 29:

1. Present fairly the results of the operations of The Paraplegic & Quadriplegic Association of South Australia Incorporated as at 30 June 2017 and its state of affairs for the year ended on that date in accordance with Australian Accounting Standards (including Australian Accounting Interpretations) of the Australian Accounting Standards Board and the Australian Charities and Not For Profits Commission Regulation 2013.
2. At the date of this statement, there are reasonable grounds to believe that The Paraplegic & Quadriplegic Association of South Australia 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:

Craig Clarke



Steven Russo.....






Dated this 9th day of November 2017

NOTES

NOTES



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