



*Live Well. Be Healthy.*

**Diabetes Australia – Tasmania**  
**ABN: 90 087 092 180**

**Financial Report**  
**For the year ended**  
**30 June 2018**

## **Agenda of the Annual General Meeting 2018**

Diabetes Australia -Tasmania trading as Diabetes Tasmania

Head Office — Level 7, 152 Macquarie Street, Hobart, Tasmania

Wednesday 21 November 2018, 5.30pm Member

Registration

Welcome by President, Mr. Robert Manning

CallforApologies

Confirmation of Minutes of previous Annual General Meeting

**Motion:** That the Minutes of the 2017 Annual General Meeting (1 November 2017) be accepted as a true and accurate record of that meeting.

Organisational overview by President, Mr. Robert Manning

Presentation and adoption of Financial Statements and Auditor's Report for the year ended 30 June 2018 be received and accepted.

Election of Directors of the Board 2018 - 19

Confirmation of auditors

**Motion:** That Wise Lord and Ferguson be appointed for the 2018 - 2019 year as auditors

Close of AGM - Question time.

# Minutes of 2016-17 Annual General Meeting

1 November 2017

Diabetes Australia – Tasmania  
Head Office  
Lvl 7,152 Macquarie Street, Hobart

Wednesday 1 November 2017, 5.30pm

**Opening and Welcome** Meeting was opened by the President Robert Manning who welcomed all members and those in attendance.

**Present** Robert Manning  
Fiona Dixon  
Rosie Beardsley  
Linda Manaena  
Stephen Rattigan  
Joanne Doyle (WLF)  
Caroline Wells (CEO)  
Leanne Clark (OM)

**Apologies recorded on behalf of:** Gabriel Gossage  
Allison Garrett

**Quorum:** Confirmed

**Proxies received on behalf of:** None received

**Conflict of Interest** Nil

**Minutes of previous Annual General Meeting** **Motion:** That the Minutes of the Annual General Meeting of 26 October 2016 be accepted as a true and accurate record of that meeting.

MOVED: Fiona Dixon/Linda Manaena  
**CARRIED**

**President's Report** Emailed and tabled – See Annual Report

**Financial Statements** **Motion:** That the Directors', Financial and Auditor's Report for the year ended 30 June 2017 be received and accepted.

MOVED: Stephen Rattigan/Rosie Beardsley  
**CARRIED**

**Election of Directors for the Board** Consistent with the Constitution of Diabetes Australia – Tasmania, expressions of interest are hereby called for nomination for appointment / election of Directors for 2017-18

One valid nomination was received on behalf of the following members of Diabetes Australia -Tasmania to stand as Directors of the Board:-

- Allison Garrett

That there being a possible five Board vacancies to fill and only one nominations received , an election to fill the vacant positions is dispensed with and the above nominee is deemed to have been elected to fill the vacancies.

The above nominee was duly appointed until the 2018 AGM and their appointment was tabled and noted.

**Passed by Acclaim.**

The following Board Members have a further year to go of their term:

- Robert Manning
- Fiona Dixon
- Gabriel Gossage

#### **Confirmation of Auditors**

**Motion:** That WLF Accounting & Advisory are confirmed as auditors for Diabetes Australia – Tasmania for one year, to the next AGM.

**MOVED:** Fiona Dixon/Rosie Beardsley

**CARRIED**

#### **New Business**

Office Bearers

In line with section 15.2 (j) of the Diabetes Australia - Tasmania Constitution officers shall be elected at the next duly constituted board meeting.

That Robert Manning remains as President until the next Board meeting.

**MOVED:** Fiona Dixon/Stephen Rattigan

**CARRIED**

That Fiona Dixon remains as Vice President until the next Board meeting.

**MOVED:** Rosie Beardsley/Stephen Rattigan

**CARRIED**

#### **Close of AGM**

Meeting closed at 5.47pm

Confirmed By:

A handwritten signature in black ink, appearing to be 'L. Manning', written over a horizontal line.

Date: 23 October 2018

## **DIABETES AUSTRALIA - TASMANIA'S DIRECTORS' REPORT**

Directors submit their report for the period ended 30 June 2018.

### ***Directors***

The names and qualifications of the Directors in office at the date of this report are:

Mr Robert Manning - LLB. – President (Elected President 11 September 2014)

Mrs Fiona Dixon – B.Com, FCPA, GAICD – Vice President (Elected 11 September 2014)

Mr Gabriel Gossage (Appointed 26 November 2014)

Mrs Linda Manaena (Appointed 1 April 2015)

Mrs Alison Garrett (Appointed 10 May 2017)

Prof Stephen Rattigan (Appointed 10 May 2017)

Mrs Rosalie Beardsley (Appointed 21 June 2017)

All Directors are paid-up Members of Diabetes Australia -Tasmania, trading as Diabetes Tasmania, in accordance with the Constitution. No Director had any pecuniary interest in the affairs of the Company during the year.

### ***Principal Activity***

The principal activity of the Company during the course of the financial year was that of a charitable organisation serving the needs of people with diabetes, promoting awareness of diabetes, the associated risk factors and the promotion of a healthy lifestyle. The Company is a public company limited by guarantee incorporated in Tasmania and registered as Diabetes Australia – Tasmania, the Company trades under the name Diabetes Tasmania.

Diabetes Australia - Tasmania is a member organisation of Diabetes Australia, the national peak body.

The Operating surplus for the 12 months trading period ending 30 June 2018 was \$279,581 compared to a surplus of \$347,832 in the previous 12 months.

### ***Review of Operations***

#### ***Income and Expenditure***

Key income drivers were Health Services 57.3% NDSS 31.1% and of total income. In line with organisational service delivery requirements employment costs comprised 61% of total expenses.

### ***Likely Developments and Expected Results***

For the financial year 2018/19 all current health service programs will continue with funding being secured for cardiac rehabilitation patients and gestational diabetes to be included into the Coach Program.

The Type One Youth Support Program will continue its work in the area of Diabetes Friendly Schools and five children's and youth camps are planned for the period once again.

The organisation has budgeted a profit of \$146,695 for 2018-19 financial year.

### ***Director's Benefits***

In accordance with the Company's Constitution, during or since the financial year, no Director of the Company has received or become entitled to receive any benefit by reason of a contract made by the Company or related corporation with a Director or with a firm of which a Director is a member, or with a company in which a Director has a substantial financial interest.

Signed in accordance with a resolution of the Directors.

A handwritten signature in black ink, appearing to read 'R. Manning', with a stylized flourish at the end.

**Mr. Robert Manning**  
President

Dated this 23<sup>rd</sup> day of October 2018.

Diabetes Australia – Tasmania  
Income and Expenditure Statement  
For year ended 30 June 2018

	2018 \$	2017 \$
<b>Income</b>		
Fundraising	115,062	127,884
Health Services	1,699,113	1,301,117
Interest	14,009	14,003
Membership	95,408	102,800
NDSS Funding	921,806	987,970
Rental Income	15,420	15,080
Sponsorship	-	4,545
Sundry Income	13,523	8,874
Training Subsidy	17,295	-
Youth Activities	73,356	68,982
<b>Total Income</b>	<b>2,964,992</b>	<b>2,631,255</b>
<b>Expenses</b>		
Account, Audit & Legal	11,002	14,501
Bank Fees	6,252	3,904
Information Technology	62,744	75,704
Consultants	39,640	33,095
Consumer Fact Sheets	1,095	656
Depreciation	35,264	8,389
Fundraising	13,829	7,177
Health Services Resources	11,448	3,437
Insurance	22,511	15,584
Marketing & Awareness	13,179	17,786
Motor Vehicles	49,189	41,114
DA Ltd Membership	9,546	9,546
NDSS Programs	89,692	118,841
Primary Health Tasmania	71,768	7,062
Postage & Courier	84,055	68,107
Premises	148,988	126,486
Provisions – Depart/Programs	2,490	3,214
Publications	10,818	10,364
Public Relations	5,551	8,832
Professional Development - Staff	24,547	16,079
Professional Development – Board	950	850
Recruitment	275	990
Salaries	1,619,999	1,368,584
Staff and Volunteers Amenities	6,672	6,490
Superannuation	152,426	128,773
Uniforms	4,944	3,885
Stationery & Printing	38,274	29,207
Subscriptions and Journals	10,848	12,736
Telephone	22,943	25,807
Travel	37,078	30,896
Venue/Room Hire/Catering	28,893	41,193
Youth Activities	71,594	40,814
Sundry	8,892	3,320
<b>Total Expenses</b>	<b>2,717,396</b>	<b>2,283,423</b>
<b>Operating Surplus</b>	<b>247,596</b>	<b>347,832</b>
<b>Other Income</b>		
Bell Potter Investment	36,356	-
<b>Other Expenses</b>		
Loss on Disposal of Assets	(4,371)	-
<b>Net Surplus</b>	<b>279,581</b>	<b>347,832</b>

Diabetes Australia – Tasmania  
Balance Sheet  
As at 30 June 2018

	Notes	2018 \$	2017 \$
<b>Current Assets</b>			
Cash & Cash Equivalents	2	561,334	1,795,660
Investments	3	1,854,474	418,191
Receivables		225,679	156,552
Prepayment		20,975	16,681
Inventory		(57)	61
<b>Total Current Assets</b>		<b>2,662,405</b>	<b>2,387,145</b>
<b>Non-Current Assets</b>			
Plant & Equipment	4	152,298	76,467
<b>Total Non-Current Assets</b>		<b>152,298</b>	<b>76,467</b>
<b>Total Assets</b>		<b>2,814,703</b>	<b>2,463,612</b>
<b>Current Liabilities</b>			
Creditors	5	141,141	99,411
Provisions – Annual Leave & Long Service Leave	6	228,372	179,814
Income in advance	7	345,733	359,767
<b>Total Current Liabilities</b>		<b>715,246</b>	<b>638,992</b>
<b>Non-current Liabilities</b>			
Provision - Long Service Leave	6	31,256	36,000
<b>Total Current Liabilities</b>		<b>31,256</b>	<b>36,000</b>
<b>Total Liabilities</b>		<b>746,502</b>	<b>674,992</b>
<b>Net Assets</b>		<b>2,068,201</b>	<b>1,788,620</b>
<b>Equity</b>			
Retained Surplus		1,788,620	1,440,788
Current Year Net Surplus		279,581	347,832
<b>Total Equity</b>		<b>2,068,201</b>	<b>1,788,620</b>

The accompanying note form part of these accounts



Diabetes Australia – Tasmania  
Statement of Changes in Equity  
For the Year Ended 30 June 2018

	Notes	2018 \$	2017 \$
Retained Earnings brought forward		1,788,620	1,440,788
Current Year Net Surplus		<u>279,581</u>	<u>347,832</u>
<b>Total Equity</b>		<b><u>2,068,201</u></b>	<b><u>1,788,620</u></b>

Diabetes Australia – Tasmania  
Statement of Cash Flow  
For the Year Ended 30 June 2018

	Notes	2018 \$	2017 \$
<b>Cash Received from Operations</b>			
Receipts from All Sources		2,918,188	2,653,029
Payment to Suppliers and Employees		(2,600,765)	(2,278,380)
<b>Cash Surplus from Operations</b>		<b>317,423</b>	<b>384,503</b>
<b>Cash from Investing Activities</b>			
Purchase of Financial Investments		(1,436,283)	(418,191)
Purchase of Plant & Equipment		(122,094)	(34,673)
Proceeds on sale of plant and Equipment		6,628	-
<b>Cash Surplus (Deficit) from Investing activities</b>		<b>(1,551,749)</b>	<b>(452,864)</b>
Net Increase/ (Decrease) in Cash for Period		(1,234,326)	(68,361)
Balance at start of year		1,795,660	1,864,021
<b>Balance at end of year</b>		<b>561,334</b>	<b>1,795,660</b>
<b>Made up by:</b>			
Bank		266,096	1,361,543
Term deposit – 3 months		295,238	434,117
<b>Total cash at year end</b>		<b>561,334</b>	<b>1,795,660</b>
<b>Result for Year is reconciled to cash surplus from operations as follows:</b>			
Net Surplus for the year		279,581	347,832
<b>Changes in non-cash items</b>			
Depreciation		35,264	8,389
Loss on Disposal		4,372	-
Prepayments		(4,294)	(6,387)
Inventory		118	9,853
Income received in advance		(14,034)	105,365
Employee entitlements		43,813	11,493
Receivables		(69,127)	(84,534)
Sundry creditors		41,730	(7,507)
<b>Cash Surplus from Operations</b>		<b>\$317,423</b>	<b>\$384,503</b>

## 1. Summary of Significant Accounting Policies

The directors have prepared the financial report on the basis that the Company is a non-reporting entity because there are no users dependent on a general purpose financial report. The financial report is therefore a special purpose financial report which has been prepared in order to meet the requirements of the *Corporations Act 2001* and the *Australian Charities and Not-for-Profits Commission Act 2012*. The Company is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

The financial report has been prepared in accordance with the significant accounting policies disclosed below, which the directors have determined are appropriate to meet the needs of members. Such accounting policies are consistent with the previous period unless stated otherwise;

In accordance with the reporting requirements of the Australian Charities and Not-for-Profit Commission the Association has complied with the following accounting standards:

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

The financial report has been prepared on an accruals basis, except salaries and wages expenses, and is based on historical cost unless otherwise stated in the notes. The accounting policies that have been adopted in the preparation of the statements are as follows:

### (a) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash in banks and investments in money market instruments, with an original maturity of 3 months or less.

### (b) Trade and Other Receivables

Trade and other receivables include all amounts due from services in the ordinary course of business. All trade and other receivables are expected to be received within 12 months and are therefore classified as current assets.

### (c) Plant and Equipment

The depreciable amount of all fixed assets are depreciated over the useful lives of the assets to the Company commencing from the time the asset is held ready for use. The depreciation method and useful life of assets is reviewed annually to ensure they are still appropriate.

The depreciation rates used for each class of depreciable assets are:

Class of fixed asset	Depreciation rates	Depreciation basis
Motor Vehicles	20%	Straight-line
Furniture & Fixtures	33.3%	Straight-line
Plant and Equipment	33.3%	Straight-line

### (d) Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Company during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

### (e) Employee Provisions

Provision is made in respect of the Company's liability for annual leave and long service leave. Long service leave is accrued based on the probability of employees with over 5 years of service reaching entitlement after 10 years of service. Annual leave is recorded at the nominal amount.

## **1. Summary of Significant Accounting Policies (cont.)**

### **(f) Income in advance**

Income received in 2018 financial year, in relation to 2019 financial year activities, has been brought to account as a current liability.

### **(g) Donation and Fundraising Income**

Donation and fundraising income is recognised when the Company obtains control over the funds, which is on receipt.

### **(h) Grant Income**

Grants are assistance provided by the government or other body in the form of transfers of resources to the Company in return for past or future compliance with certain conditions relating to the operating activities of the Company. Government grants are not recognised until there is reasonable assurance that the Company will comply with the conditions attached to them and the grants will be received.

### **(i) Interest Income**

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

### **(j) Membership Income**

Membership income is recognised in revenue in the year to which it relates.

### **(k) GST**

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

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the balance sheet.

### **(l) Accounting Standard Changes**

The AASB has issued a number of new and amended Accounting Standards that have mandatory application dates for future reporting periods, some of which are relevant to the entity. The directors have decided not to early adopt any of the new and amended pronouncements. Diabetes Australia – Tasmania's preliminary assessment of the new and amended pronouncements that are relevant to Diabetes Australia – Tasmania is that they will not significantly impact the financial statements of the entity.

**1. Summary of Significant Accounting Policies (cont.)**

**(m) Accounting Standard Changes (cont.)**

Affected Standard	AASB amendment	Nature of change to accounting policy	Reporting periods starting on or after	Application date	Impact on financial report
AASB 16	Leases	This standard requires changes in treatment of Assets and Liabilities held under lease agreements	01-Jan-19	01-Jul-19	Operating lease contracts will be recognised in the financial report.
AASB 1058	Income of Not-for-Profit Entities	This standard applies to transactions which do not arise from enforceable contracts with customers involving performance obligations	01-Jan-19	01-Jul-19	To be assessed during the 2018-19 financial year. It is anticipated that Diabetes Australia – Tasmania currently comply with the new standards.

**(n) Comparative Figures**

Comparative figures have been adjusted to conform to changes in presentation in these financial statements, where necessary.

## Diabetes Australia – Tasmania

Notes to and Forming Part of the Accounts Cont.  
For the Year Ended 30 June 2018

	2018 \$	2017 \$
<b>2. CASH &amp; CASH EQUIVALENTS</b>		
Cash at Bank	266,096	1,360,043
Term Deposit – 3 Months	295,238	434,117
<b>Total Cash</b>	<b>561,334</b>	<b>1,795,660</b>
<b>3. INVESTMENTS</b>		
Term Deposit	420,556	418,191
Bell Potter - Investment	1,433,918	-
<b>Total Investments</b>	<b>1,854,474</b>	<b>418,191</b>
<b>4. PLANT &amp; EQUIPMENT</b>		
Motor Vehicles at cost	97,919	96,261
Accumulated Depreciation on Motor Vehicles	(23,400)	(28,758)
	74,519	67,503
Furniture & Fixtures at costs	176,280	90,354
Accumulated Depreciation on Furniture & Fixtures	(111,814)	(90,354)
	64,466	-
Plant & Equipment at cost	174,994	163,074
Accumulated Depreciation on Plant & Equipment	(161,681)	(154,109)
	13,313	8,965
<b>Total Plant &amp; Equipment</b>	<b>152,298</b>	<b>76,468</b>
<b>5. CREDITORS</b>		
Sundry Creditors	101,429	80,692
GST Payable	11,900	3,298
Payroll Liabilities	27,812	15,421
<b>Total Creditors</b>	<b>141,141</b>	<b>99,411</b>
<b>6. PROVISIONS</b>		
<b>Current</b>		
Provisions for Annual Leave	141,820	107,983
Provisions for Long Service Leave	86,551	71,831
<b>Total Provisions (Current)</b>	<b>228,371</b>	<b>179,814</b>
<b>Non-Current</b>		
Provisions for Long Service Leave	31,256	36,000
<b>Total Provisions (Non-Current)</b>	<b>31,256</b>	<b>36,000</b>
<b>7. INCOME IN ADVANCE</b>		
TOYS Program	77,396	119,008
Older Person Program	19,213	-
Diabetes Australia Research Program	25,000	-
School Triathlon	7,975	4,923
Coach Program	13,670	-
Nipro Membership Offer	-	-
NDSS Surplus	27,379	15,528
Bequest	175,099	200,099
PHT-Aged	-	20,209
<b>Total Income in Advance</b>	<b>345,732</b>	<b>359,767</b>

## Diabetes Australia – Tasmania

### Directors' Declaration

For the Year Ended 30 June 2018

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The Directors have determined that the Company is not a reporting entity and that this special purpose financial report should be prepared in accordance with the *Corporations Act 2001* and the *Australian Charities and Not-for-Profits Act 2012* outlined in Note 1 to the financial statements.

The Directors of the Company declare that:

1. The financial statements and notes present fairly the Company's financial position as at 30 June 2018 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements; and
2. In the Directors' opinion there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable.

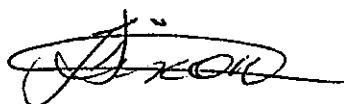
This declaration is made in accordance with a resolution of the Board of Directors.

Director



Robert Manning, President

Director



Fiona Dixon, Vice President

Date

23.10.18