

# **Girl Guides Association (Tasmania)**

## **Financial Report**

**For the Year Ended 31 December 2019**

# Girl Guides Association (Tasmania)

For the Year Ended 31 December 2019

## CONTENTS

	<u>Page</u>
<b>Financial Report</b>	
Board Report	1
Statement by Members of the Board	2
Statement of Comprehensive Income	3
Statement of Financial Position	4
Statement of Changes in Equity	5
Statement of Cash Flows	6
Notes to the Financial Statements	7
Auditors Independence Declaration	22
Independent Audit Report	23

# Girl Guides Association (Tasmania)

## Board Report

31 December 2019

Your Board members submit the financial report of the Association for the financial year ended 31 December 2019.

### 1. General information

#### Principal Activities

Girl Guides is part of a world wide voluntary Association which promotes and encourages the development of girls and women.

Girl Guides mission statement is: helping girls and young women grow into confident, self respecting, responsible community members.

#### Significant Changes

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

### 2. Business review

#### Operating result

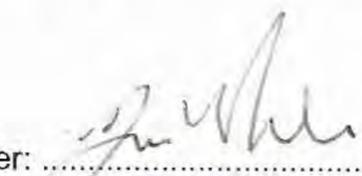
The net surplus/(deficit) of the Association for the financial year amounted to \$ 19,041 (2018: \$ (101,350)).

### 3. Other items

#### Significant Changes in State of Affairs

No significant changes in the Association's state of affairs occurred during the financial year.

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

State Commissioner:  .....

Board Member:  .....

Dated this 27<sup>th</sup> day of April 2020.

# Girl Guides Association (Tasmania)

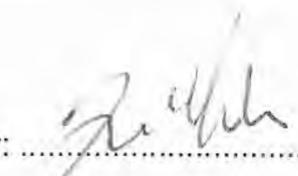
## Board's Declaration - per section 60.15 of the Australian Charities and Not-for-profit Commission Regulation 2013

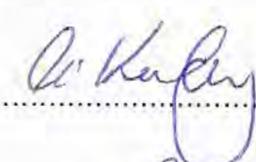
The Board has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the Board the financial report:

1. The financial statements and notes, as set out on pages 3-21, are in accordance with the *Australian Charities and Not-for-profits Commission Act 2012* (Cth) and:
  - (a) comply with Australian Accounting Standards to the extent outlined in Note 1 to the financial statements; and
  - (b) give a true and fair view of the financial position as at 31 December 2019 and of the performance for the year ended on that date of is in accordance with the accounting policy described in Note 1 of the financial statements.
2. At the date of this statement, there are reasonable grounds to believe that Girl Guides Association (Tasmania) will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Board and in accordance with subsection 60.15(2) of the *Australian Charities and Not-for-profit Commission Regulation 2013*.

State Commissioner: 

Board Member: 

Dated this 27th day of April 2020.

# Girl Guides Association (Tasmania)

## Statement of Comprehensive Income

For the Year Ended 31 December 2019

	Note	2019 \$	2018 \$
<b>Income</b>			
Biscuit drive (net)		20,895	33,075
Event income (net)		1,000	2,304
Fundraising and donations		985	5,737
Gain on sale of property, plant and equipment		-	31,425
Grants		2,727	15,455
Guide shop surplus/(deficit)	2	11,792	10,234
Interest income		65,124	207,063
Memberships		95,118	101,324
Other income		35,890	29,592
Property committee surplus		27,281	29,886
Rental income		-	6,855
Unrealised (gain)/loss on investments		107,879	(130,962)
<b>Total Income</b>		<b>368,691</b>	<b>341,988</b>
<b>Less: Expenses</b>			
Accounting and audit fees		8,070	5,985
Advertising and promotions		3,771	390
Bank charges		710	2,310
Computer expenses		6,491	8,881
Contractors/consultants		12,500	1,425
Database maintenance		18,748	19,036
Depreciation and amortisation		74,036	32,973
Employee benefits expenses		124,589	153,601
Grant expenditure		-	18,256
Guiding expenses	1(o)	66,054	75,787
Honorariums		7,500	7,500
Insurance		2,386	35,114
Interest expense		2,250	-
Minor equipment		179	690
Occupancy		3,063	34,107
Office administration expenses		6,815	18,405
Orana camp expenses		6,047	2,512
Repairs and maintenance		1,369	11,738
Telephone		2,309	7,980
Training		2,763	6,648
<b>Total Expenses</b>		<b>349,650</b>	<b>443,338</b>
<b>Net surplus/(deficit) for the year</b>		<b>19,041</b>	<b>(101,350)</b>
<b>Other comprehensive income</b>			
Net asset revaluation reserve movement	11	673,671	-
<b>Total comprehensive income for the year</b>		<b>692,712</b>	<b>(101,350)</b>

The accompanying notes form part of these financial statements.

# Girl Guides Association (Tasmania)

## Statement of Financial Position

As at 31 December 2019

	Note	2019 \$	2018 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	585,109	564,498
Trade and other receivables	4	21,353	23,147
Inventories		44,083	50,388
Other financial asset	5	2,184,218	2,190,952
Other assets	6	32,215	5,692
<b>TOTAL CURRENT ASSETS</b>		<u>2,866,978</u>	<u>2,834,677</u>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables	4	9,806	10,806
Property, plant and equipment	7	3,454,790	2,818,771
Right of use assets	8	26,814	-
<b>TOTAL NON-CURRENT ASSETS</b>		<u>3,491,410</u>	<u>2,829,577</u>
<b>TOTAL ASSETS</b>		<u>6,358,388</u>	<u>5,664,254</u>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Trade and other payables	9	18,415	45,215
IMIS holding account		-	3,010
Employee benefits	10	4,802	1,420
Lease liability		23,177	-
<b>TOTAL CURRENT LIABILITIES</b>		<u>46,394</u>	<u>49,645</u>
<b>NON-CURRENT LIABILITIES</b>			
Lease liability		4,673	-
<b>TOTAL NON-CURRENT LIABILITIES</b>		<u>4,673</u>	<u>-</u>
<b>TOTAL LIABILITIES</b>		<u>51,067</u>	<u>49,645</u>
<b>NET ASSETS</b>		<u>6,307,321</u>	<u>5,614,609</u>
<b>EQUITY</b>			
Reserves	11	2,695,511	2,505,829
Accumulated surpluses		3,611,810	3,108,780
<b>TOTAL EQUITY</b>		<u>6,307,321</u>	<u>5,614,609</u>

The accompanying notes form part of these financial statements.

# Girl Guides Association (Tasmania)

## Statement of Changes in Equity

For the Year Ended 31 December 2019

2019

	Accumulated surpluses	Asset revaluation reserve	General reserves	Special reserves	Total
	\$	\$	\$	\$	\$
<b>Balance at 1 January 2019</b>	3,108,780	1,771,470	71,788	662,571	5,614,609
Revaluation increment/(decrement)	-	673,671	-	-	673,671
Transfer to/(from) reserves	483,989	-	(71,181)	(412,808)	-
Net surplus/(deficit) for the year	19,041	-	-	-	19,041
<b>Balance at 31 December 2019</b>	<b>3,611,810</b>	<b>2,445,141</b>	<b>607</b>	<b>249,763</b>	<b>6,307,321</b>

2018

	Accumulated surpluses	Asset revaluation reserve	General reserves	Special reserves	Total
	\$	\$	\$	\$	\$
<b>Balance at 1 January 2018</b>	3,228,673	1,771,470	60,398	655,418	5,715,959
Transfer to/(from) reserves	(18,543)	-	11,390	7,153	-
Net surplus/(deficit) for the year	(101,350)	-	-	-	(101,350)
<b>Balance at 31 December 2018</b>	<b>3,108,780</b>	<b>1,771,470</b>	<b>71,788</b>	<b>662,571</b>	<b>5,614,609</b>

The accompanying notes form part of these financial statements.

# Girl Guides Association (Tasmania)

## Statement of Cash Flows

For the Year Ended 31 December 2019

	2019	2018
Note	\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Receipts from operations	266,140	350,924
Payments to suppliers and employees	(358,932)	(401,019)
Interest paid	(2,249)	-
Net cash used in operating activities	12(b) <u>(95,041)</u>	<u>(50,095)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Purchase of property, plant and equipment	(4,162)	(1,130)
Sale of property, plant and equipment	-	155,974
Sale of other investments	150,000	251,099
Purchase of other investments	-	(136,135)
Net cash provided by investing activities	<u>145,838</u>	<u>269,808</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES:</b>		
Receipts from loan (receivable)	1,000	1,000
Repayment of lease liability	(31,186)	-
Net cash used by financing activities	<u>(30,186)</u>	<u>1,000</u>
Net increase/(decrease) in cash and cash equivalents held	20,611	220,713
Cash and cash equivalents at beginning of year	<u>564,498</u>	<u>343,785</u>
Cash and cash equivalents at end of financial year	12(a) <u><u>585,109</u></u>	<u><u>564,498</u></u>

The accompanying notes form part of these financials statements.

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 1 Summary of Significant Accounting Policies

This financial report covers Girl Guides Association (Tasmania) as an individual entity. Girl Guides Association (Tasmania) is incorporated in Tasmania under the *Girl Guides Association Act 1957*.

#### (a) Basis of Preparation

The financial report includes all financial activities relating to the operations of the Head Office of the Girl Guides Association (Tasmania). The finances of the Districts and Units within Tasmania do not form part of this financial report except where their activities result in direct transactions with the Head Office.

The Board have prepared the financial report on the basis that the not-for-profit Association is a non-reporting entity because there are no users dependent on a general purpose financial report. This financial report is therefore a special purpose financial report that has been prepared in order to meet the requirements of the *Australian Charities and Not-for-profits Commission Act 2012 (Cth)*. The entity is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

The financial statements have been prepared in accordance with the minimum requirements of the *Australian Charities and Not-for-profits Commission Act 2012 (Cth)* and therefore comply with the following Australian Accounting Standards as issued by the Australian Accounting Standards Board:

- 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; and
- AASB 1054 Australian Additional Disclosures.

Material accounting policies adopted in the preparation of the financial statements are presented below and have been consistently applied unless otherwise stated.

The financial statements, except for the cash flow information, have been prepared on an accruals basis and are based on historical costs unless otherwise stated in the notes. The amounts presented within the financial statements have been rounded to the nearest dollar.

#### (b) Comparative Figures

Where appropriate, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 1 Summary of Significant Accounting Policies

#### (c) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held-at call with banks, other short-term highly liquid investments. Bank overdrafts are shown within short-term borrowings in current liabilities on the statement of financial position.

#### (d) Trade and Other Receivables

The Association provides an allowance for losses on trade receivables based on a review of the current status of existing receivables and management's evaluation of periodic aging of accounts..

#### (e) Inventories

Inventories are valued at the lower of purchase cost and net realisable value.

#### (f) Property, Plant and Equipment

The Association is titleholder of various properties in Tasmania, the day-to-day operations of which are managed by separate property and support Boards.

Land and buildings where the Association has title to the property are carried at the latest State Government Valuation updated in the 2019 financial report. Refer to note 16 for details of a contingent liability associated with one of the properties.

Buildings are depreciated over their useful lives using the straight-line method.

Furniture fittings and equipment with a purchase price of \$1,000 or more are depreciated using the straight line method over their useful life.

#### Depreciation Rates

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

Class of Fixed Asset	Depreciation Rate
Buildings	2.5%
Infrastructure	1 - 10%
Furniture, fittings and equipment	10-33%

#### (g) Financial instruments

Financial instruments are recognised initially 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).

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 1 Summary of Significant Accounting Policies

#### (g) Financial instruments

##### Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

##### *Classification*

On initial recognition, the Association classifies its financial assets into the following categories, those measured at:

- amortised cost
- fair value through profit or loss - FVTPL
- fair value through other comprehensive income - equity instrument (FVOCI - equity)
- fair value through other comprehensive income - debt investments (FVOCI - debt)

Financial assets are not reclassified subsequent to their initial recognition unless the Association changes its business model for managing financial assets.

##### *Amortised cost*

Assets measured at amortised cost are financial assets where:

- the business model is to hold assets to collect contractual cash flows; and
- the contractual terms give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

The Association's financial assets measured at amortised cost comprise long term funds, other managed investments, trade and other receivables and cash and cash equivalents in the statement of financial position.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, foreign exchange gains or losses and impairment are recognised in profit or loss. Gain or loss on derecognition is recognised in profit or loss.

##### *Fair value through other comprehensive income*

There are no financial instruments classified at fair value through other comprehensive income.

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 1 Summary of Significant Accounting Policies

#### (g) Financial instruments

##### Financial assets

###### *Financial assets through profit or loss*

All financial assets not classified as measured at amortised cost or fair value through other comprehensive income as described above are measured at FVTPL.

Net gains or losses, including any interest or dividend income are recognised in profit or loss.

###### *Impairment of financial assets*

There is no provision for impairment at year end.

###### *Other financial assets measured at amortised cost*

Impairment of other financial assets measured at amortised cost are determined using the expected credit loss model in AASB 9. On initial recognition of the asset, an estimate of the expected credit losses for the next 12 months is recognised. Where the asset has experienced significant increase in credit risk then the lifetime losses are estimated and recognised.

##### Financial liabilities

The Association measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

The financial liabilities of the Association comprise trade payables and lease liabilities.

#### (h) Trade and Other Payables

Payables are stated at cost, which approximates fair value due to the short term nature of these liabilities.

#### (i) New Accounting Standards and Interpretations

The Association has adopted all standards which became effective for the first time for the year ending 31 December 2019, all required changes in respect of adopting these standards have been made to the reported financial position, performance or cash flow of the Association. The impact was as follows:

##### Leases

AASB 16 Leases standard is applicable to annual reporting periods beginning on or after 1 January 2019. The Association applied the standard from 1 January 2019.

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 1 Summary of Significant Accounting Policies

#### (i) New Accounting Standards and Interpretations

AASB 16 Leases introduced a single lessee accounting model and requires a lessee to recognise assets and liabilities for all leases with a term of more than 12 months, unless the underlying asset is of low value lower than the asset capitalisation policy. A lessee is required to recognise a right-of-use asset representing its right to use the underlying leased asset and a lease liability representing its obligations to make lease payments.

The calculation of the lease liability takes into account appropriate discount rates, assumptions about the lease term, and increases in lease payments. A corresponding right to use assets is recognised and amortised over the term of the lease. Rent expense no longer be shown. The profit and loss impact of the leases will be through depreciation and interest charges.

The Association has two leases that must be accounted for these include:

- Building lease that ends on 31 August 2020 and the Association pays a total of \$2,530 a month.
- Photocopier lease that ends on 24 April 2022 and the Association pays a total of \$302 a month.

These leases will be shown in the statement of cash flows. Lease payments will be shown as cash flows from financing activities instead of operating activities.

The impact in 2019 first time implementation was to recognise a right of use asset and corresponding liability on 1 January 2019 totalling \$59,036. The impact on the statement of comprehensive income for 2019 was to reduce rent expense by \$33,436 and increase amortisation by \$32,222 and interest by \$2,250. Cashflows relating to leases are classified as finance activities.

The Association also has several undocumented peppercorn leases for properties in which Guide Halls are located (Claremont, Glenorchy and Ulverstone).

#### Revenue

AASB 15 Revenue from contracts with customers and AASB 1058 Income for not for profit entities became effective from 1 January 2019. These standards changed the timing of income recognition depending on whether transactions give rise to a liability or other performance obligation (a promise to transfer a good or service).

There is no material impact in 2019 first time implementation.

#### (j) Employee Benefits

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

Contributions made by the Association to an employee superannuation fund are charged as expenditure when incurred

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 1 Summary of Significant Accounting Policies

#### (k) Provisions

Provisions are recognised when the Association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

#### (l) Income Tax

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

#### (m) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

#### (n) Revenue and Other Income

##### **Prior to 1 January 2019**

Membership income is recognised when received.

Interest revenue is recognised over the period for which the funds are invested.

Revenue from the provision of services is recognised upon delivery of the service to the customers.

Donation income is recognised when the Association obtains control over the funds, which is generally at the time of receipt.

Grant income is recognised when expensed in accordance with the terms of the funding agreement.

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

##### **Accounting policy from 1 January 2019**

##### *Membership Income*

Membership income is recognised when or as the performance obligation is completed and the member receives the benefit of services being performed.

##### *Interest Revenue*

Interest revenue is recognised as it accrues.

##### *Revenue from the provision of services*

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 1 Summary of Significant Accounting Policies

#### (n) Revenue and Other Income

Revenue from the provision of goods is recognised when or as the performance obligation is completed and the customer receives the benefit of service being performed.

##### *Operating Grants – under AASB 15*

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations, then the revenue is recognised when control of each performance obligation is satisfied.

Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract. Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate method to reflect the transfer of benefit.

##### *Operating Grants – under AASB 1058*

Assets arising from grants in the scope of AASB 1058 (i.e. agreements that are not enforceable or do not have sufficiently specific performance obligations) are recognised at their fair value when the asset is received.

The Association then considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard. Once the assets and liabilities have been recognised, then income is recognised for any difference between the recorded asset and liability.

#### (o) Guiding expenses

Guiding expenses include the following:

- Travel and accommodation expenses for all State and National Board, Adviser and Management Team meetings and all intrastate travel for staff.
- All funds forwarded to Units, Districts and Regions that were received on their behalf.
- All quota fees paid to Girl Guides Australia.
- All costs associated with maintaining state equipment and their trailers including registrations.

#### (p) Critical Accounting Estimates and Judgements

The Board members evaluate estimates and judgements incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the Association, however as additional information is known then the actual results may differ from the expectation.

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 1 Summary of Significant Accounting Policies

#### (p) Critical Accounting Estimates and Judgements

The significant estimates and judgements made have been described below:

Key Estimates - Land and Buildings Carrying Value

Land and buildings are measured at other than cost for recognition and disclosure purposes. The value used is based on the most recent government valuation which may not reflect market or fair value.

### 2 Guide shop surplus/(deficit)

	<b>2019</b>	<b>2018</b>
	<b>\$</b>	<b>\$</b>
Sales	28,137	30,622
Cost of goods sold	(14,692)	(15,263)
Other expenses	(1,653)	(5,125)
Net guide shop surplus/(deficit) for the year	<u>11,792</u>	<u>10,234</u>

### 3 Cash and Cash Equivalents

	<b>2019</b>	<b>2018</b>
	<b>\$</b>	<b>\$</b>
Cash on hand	(4,004)	(2,151)
Cash at bank	559,704	547,736
Cash at bank - property committee	29,409	18,913
	<u>585,109</u>	<u>564,498</u>

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 4 Trade and Other Receivables

	2019	2018
	\$	\$
Current		
Trade receivables	20,935	18,103
Provision for impairment	(1,383)	(3,000)
GST receivable	1,201	7,444
Loan receivable	600	600
	<u>21,353</u>	<u>23,147</u>
Non - Current		
Loan receivable	9,806	10,806
	<u>9,806</u>	<u>10,806</u>

### 5 Other Financial Asset

	2019	2018
	\$	\$
Specific Funds		
Pocock Manning Bequest	29,484	28,791
Finlay Boomerang Bequest	49,729	47,965
Toni Miller Memorial Bequest	25,076	24,487
Pat Dolman Bequest	22,652	22,119
Sunshine Hall Maintenance Fund	6,611	6,456
Lady BP Friendship Fund	47,185	46,075
Fenton Bequest	12,363	12,073
Total Specific Funds	193,100	187,966
Other managed investments	1,805,697	1,844,477
Orana Tasmania Perpetual Trustee account	185,421	158,509
	<u>2,184,218</u>	<u>2,190,952</u>

### 6 Other Assets

	2019	2018
	\$	\$
Prepayments	32,215	-
Accrued income	-	3,617
iMis	-	2,075
	<u>32,215</u>	<u>5,692</u>

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 7 Property, Plant and Equipment

	2019	2018
	\$	\$
LAND AND BUILDINGS		
Land		
At government valuation	2,190,000	1,532,000
Total land	<u>2,190,000</u>	<u>1,532,000</u>
Infrastructure		
At government valuation	-	60,886
Accumulated depreciation	-	(4,734)
Total infrastructure	<u>-</u>	<u>56,152</u>
Buildings		
At government valuation	1,220,000	1,261,192
Accumulated depreciation	-	(84,964)
Total buildings	<u>1,220,000</u>	<u>1,176,228</u>
Total land and buildings	<u>3,410,000</u>	<u>2,764,380</u>
PLANT AND EQUIPMENT		
Furniture, fittings and equipment		
At cost	120,190	116,028
Accumulated depreciation	(75,400)	(61,637)
Total furniture, fittings and equipment	<u>44,790</u>	<u>54,391</u>
Total property, plant and equipment	<u>3,454,790</u>	<u>2,818,771</u>

Refer to note 16 for details of a contingent liability associated with one of the properties.

### 8 Right of Use Assets

	2019	2018
	\$	\$
At cost	59,036	-
Accumulated amortisation	(32,222)	-
Total right of use assets	<u>26,814</u>	<u>-</u>

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 9 Trade and Other Payables

	2019	2018
	\$	\$
Trade payables	7,973	43,812
Other payables	5,524	1,403
Accrued expenses	4,918	-
	<u>18,415</u>	<u>45,215</u>

### 10 Employee Benefits

	2019	2018
	\$	\$
Annual leave	3,234	1,420
Salary packaging	1,568	-
	<u>4,802</u>	<u>1,420</u>

### 11 Reserves

	2019	2018
	\$	\$
Asset revaluation reserve	2,445,141	1,771,470
General reserves	607	71,788
Special reserves	249,763	662,571
	<u>2,695,511</u>	<u>2,505,829</u>

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 11 Reserves

#### (a) Asset Revaluation Reserve

The asset revaluation reserve records realised gains on revaluation of property, plant and equipment recorded at government valuation.

	<b>2019</b>	<b>2018</b>
	\$	\$
Reconciliation:		
Opening balance	1,771,470	1,771,470
Add: revaluation increments/(decrement)	673,671	-
	<u>2,445,141</u>	<u>1,771,470</u>

#### (b) General Reserves

The general reserves record funds owned by the Girl Guides Association (Tasmania) which have been set aside for specific purposes.

	<b>2019</b>	<b>2018</b>
	\$	\$
Reconciliation:		
Opening balance	71,788	60,398
Add: transfer to reserves	-	18,584
Less: transfer from reserves	(71,181)	(7,194)
	<u>607</u>	<u>71,788</u>

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 11 Reserves

#### (c) Special Reserves

The special reserves are owned by the Girl Guides Association (Tasmania) and are funds received from bequests and donations that are set aside for specific purposes.

In order to simplify the accounting records of the Association, the amounts previously recorded in separate equity reserves, which represent funds set aside for particular purposes, are no longer made. The physical funds remain in separate bank accounts (Refer Note 5) and are reflected in the Assets of the Association, and are part of the equity Accumulated Surpluses, rather than being separately recorded.

	2019	2018
	\$	\$
Contingency Fund	-	96,115
Findlay Boomerang Bequest	-	46,685
LBP Friendship Fund	-	41,929
Kirksway Maintenance Fund	104,067	104,067
Pocock and Manning Bequest	-	29,288
Sunshine Hall Maintenance Fund	-	13,997
Toni Miller Memorial Fund	-	23,612
Units in Recess	15,828	15,828
Jean Gardner Emergency Relief Fund	1,947	1,947
Pat Dolman Bequest	-	16,907
Property Committees	-	137,500
Local Area Property Fund	113,764	113,764
Sangaree Covenant Fund	2,000	2,000
Olave Program Team	562	1,246
Merle Fenton Bequest	-	1,352
Environment Team Account	-	3,524
International Visitors Funds	-	1,215
Julie Miller Memorial Fund	11,595	11,595
<b>Total</b>	<b>249,763</b>	<b>662,571</b>
Reconciliation:		
Opening balance	662,571	655,418
Add: transfer to reserves	-	7,253
Less: transfer from reserves	(412,808)	(100)
	<b>249,763</b>	<b>662,571</b>

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 12 Cash Flow Information

#### (a) Reconciliation of cash

	2019	2018
	\$	\$
Cash at the end of the financial year as shown in the statement of cash flows is reconciled to items in the statement of financial position as follows:		
Cash and Cash Equivalents	3 585,109	564,498
	<u>585,109</u>	<u>564,498</u>

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

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

	2019	2018
	\$	\$
Net surplus/(deficit) for the year	19,041	(101,350)
Non-cash flows in surplus/(deficit)		
Depreciation and amortisation	74,036	32,973
Interest received from Tasmania Perpetual Trustee accounts	(32,047)	(27,850)
Fees charged from other investments	1,231	196
Interest received from other managed investments	(4,572)	(74,848)
Unrealised losses/(gains) from other managed investments	(107,879)	138,196
Gain on disposal of property, plant and equipment	-	(31,425)
Changes in assets and liabilities		
- (Increase)/decrease in trade and other receivables	1,796	(10,886)
- (Increase)/decrease in inventories	6,305	3,580
- Increase/(decrease) in trade and other payables	(49,942)	21,319
- Increase/(decrease) in employee benefits	(3,010)	-
Cashflow from operations	<u>(95,041)</u>	<u>(50,095)</u>

### 13 Capital Commitments

There are no capital commitments for the year ended 31 December 2019 (2018: Nil).

# Girl Guides Association (Tasmania)

## Notes to the Financial Statements

For the Year Ended 31 December 2019

### 14 Remuneration of Auditors

	2019	2018
	\$	\$
Remuneration of the auditor of the organisation, Crowe Audit Australia, for:		
- auditing or reviewing the financial statements	8,350	8,070

Crowe Audit Australia in conjunction with the audit provide year end accounting assistance and compile financial statements.

### 15 Events After Balance Date

Subsequent to balance date, the Coronavirus (COVID-19) pandemic continues to impact both communities and businesses throughout the world including Australia and the community where the Association operates. This is considered a non-adjusting subsequent event as at 31 December 2019, however, this pandemic will likely have a financial impact for the Association in the 2020 financial year and potentially beyond. The scale, timing and duration of the potential impacts on the Association is unknown, however it is expected that there will be an increase in the provisioning for bad and doubtful debts expense experienced by the Association. This could mean that the Association will need to consider supporting guiding Units.

No other 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.

### 16 Contingent Liabilities and Contingent Assets

The property located at 160 Burwood Drive, Blackmans Bay is currently owned by the Girl Guides Association (Tasmania) and operated as a guide hall. Per the special clause in the purchase agreement between Kingborough Council and the Association, the land is to be sold back to the Kingborough Council at the Associations sole expense and at a cost of \$1.00 in the event that it is no longer required for use as a guide hall for an extended period greater than 60 days.

There are no other contingent liabilities or contingent assets at reporting date to be disclosed.

### 17 Organisation Details

The registered office of the organisation is:  
Girl Guides Association (Tasmania)  
17 Clarence Street  
BELLERIVE TAS 7018

## Girl Guides Association (Tasmania)

### Auditors Independence Declaration

I declare that, to the best of my knowledge and belief, during the year ended 31 December 2019 there have been:

- (i) no contraventions of the auditor independence requirements as set out in the *Australian Charities and Not-for-profits Commission Act 2012 (Cth)* in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.



**Crowe Audit Australia**



Alison Flakemore  
**Senior Partner**

Dated this 27<sup>th</sup> day of March 2020.

Hobart, Tasmania.

*Liability limited by a scheme approved under Professional Standards Legislation.*

*The title 'Partner' conveys that the person is a senior member within their respective division, and is among the group of persons who hold an equity interest (shareholder) in its parent entity, Findex Group Limited. The only professional service offering which is conducted by a partnership is the Crowe Australasia external audit division. All other professional services offered by Findex Group Limited are conducted by a privately owned organisation and/or its subsidiaries.*

*Findex (Aust) Pty Ltd, trading as Crowe Australasia is a member of Crowe Global, a Swiss Verein. Each member firm of Crowe Global is a separate and independent legal entity. Findex (Aust) Pty Ltd and its affiliates are not responsible or liable for any acts or omissions of Crowe Global or any other member of Crowe Global. Crowe Global does not render any professional services and does not have an ownership or partnership interest in Findex (Aust) Pty Ltd. Services are provided by Crowe Audit Australia, an affiliate of Findex (Aust) Pty Ltd.*

© 2019 Findex (Aust) Pty Ltd

# Girl Guides Association (Tasmania)

## Independent Audit Report to the members of Girl Guides Association (Tasmania)

### Opinion

We have audited the financial report of Girl Guides Association (Tasmania) (the Association), which comprises the statement of financial position as at 31 December 2019, the statement of comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the Board's Declaration.

In our opinion, the accompanying financial report of the Association has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012 (Cth)*, including:

- giving a true and fair view of the Association's financial position as at 31 December 2019 and of its financial performance and cash flows for the year then ended; and
- complying with Australian Accounting Standards to the extent described in Note 1 to the financial statements, and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

### 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 Association in accordance with 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.

### Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial report has been prepared to assist Girl Guides Association (Tasmania) to meet the requirements of the *Australian Charities and Not-for-profits Commission Act 2012 (Cth)*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

*Liability limited by a scheme approved under Professional Standards Legislation.*

*The title 'Partner' conveys that the person is a senior member within their respective division, and is among the group of persons who hold an equity interest (shareholder) in its parent entity, Findex Group Limited. The only professional service offering which is conducted by a partnership is the Crowe Australasia external audit division. All other professional services offered by Findex Group Limited are conducted by a privately owned organisation and/or its subsidiaries.*

*Findex (Aust) Pty Ltd, trading as Crowe Australasia is a member of Crowe Global, a Swiss Verein. Each member firm of Crowe Global is a separate and independent legal entity. Findex (Aust) Pty Ltd and its affiliates are not responsible or liable for any acts or omissions of Crowe Global or any other member of Crowe Global. Crowe Global does not render any professional services and does not have an ownership or partnership interest in Findex (Aust) Pty Ltd. Services are provided by Crowe Audit Australia, an affiliate of Findex (Aust) Pty Ltd.*

© 2019 Findex (Aust) Pty Ltd

# Girl Guides Association (Tasmania)

## Independent Audit Report to the members of Girl Guides Association (Tasmania)

### Emphasis of Matter - COVID-19

We draw attention to Note 15 of the financial statements, which describes the effect of the World Health Organisation's declaration of a global health emergency on 31 January 2020 relating to the spread of COVID-19. Our Opinion is not modified in respect of this matter.

### Other Information

The Board are responsible for the other information. The other information comprises the Board's Report the year ended 31 December 2019, but does not include the financial report and our auditor's report thereon. Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### Responsibilities of the Board for the Financial Report

The Board is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the applicable legislation and for such internal control as the Board determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

*Liability limited by a scheme approved under Professional Standards Legislation.*

*The title 'Partner' conveys that the person is a senior member within their respective division, and is among the group of persons who hold an equity interest (shareholder) in its parent entity, Findex Group Limited. The only professional service offering which is conducted by a partnership is the Crowe Australasia external audit division. All other professional services offered by Findex Group Limited are conducted by a privately owned organisation and/or its subsidiaries.*

*Findex (Aust) Pty Ltd, trading as Crowe Australasia is a member of Crowe Global, a Swiss Verein. Each member firm of Crowe Global is a separate and independent legal entity. Findex (Aust) Pty Ltd and its affiliates are not responsible or liable for any acts or omissions of Crowe Global or any other member of Crowe Global. Crowe Global does not render any professional services and does not have an ownership or partnership interest in Findex (Aust) Pty Ltd. Services are provided by Crowe Audit Australia, an affiliate of Findex (Aust) Pty Ltd.*

© 2019 Findex (Aust) Pty Ltd

## **Girl Guides Association (Tasmania)**

### **Independent Audit Report to the members of Girl Guides Association (Tasmania)**

In preparing the financial report, the Board is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the Board either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Association's financial reporting process.

The Board is responsible for overseeing the Association's financial reporting process.

### **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.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.

*Liability limited by a scheme approved under Professional Standards Legislation.*

*The title 'Partner' conveys that the person is a senior member within their respective division, and is among the group of persons who hold an equity interest (shareholder) in its parent entity, Findex Group Limited. The only professional service offering which is conducted by a partnership is the Crowe Australasia external audit division. All other professional services offered by Findex Group Limited are conducted by a privately owned organisation and/or its subsidiaries.*

*Findex (Aust) Pty Ltd, trading as Crowe Australasia is a member of Crowe Global, a Swiss Verein. Each member firm of Crowe Global is a separate and independent legal entity. Findex (Aust) Pty Ltd and its affiliates are not responsible or liable for any acts or omissions of Crowe Global or any other member of Crowe Global. Crowe Global does not render any professional services and does not have an ownership or partnership interest in Findex (Aust) Pty Ltd. Services are provided by Crowe Audit Australia, an affiliate of Findex (Aust) Pty Ltd.*

© 2019 Findex (Aust) Pty Ltd

## Girl Guides Association (Tasmania)

### Independent Audit Report to the members of Girl Guides Association (Tasmania)

- Conclude on the appropriateness of the Board's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during the audit.



**Crowe Audit Australia**



Alison Flakemore  
**Senior Partner**

Dated this 1st day of May 2020.

Hobart, Tasmania.

*Liability limited by a scheme approved under Professional Standards Legislation.*

*The title 'Partner' conveys that the person is a senior member within their respective division, and is among the group of persons who hold an equity interest (shareholder) in its parent entity, Findex Group Limited. The only professional service offering which is conducted by a partnership is the Crowe Australasia external audit division. All other professional services offered by Findex Group Limited are conducted by a privately owned organisation and/or its subsidiaries.*

*Findex (Aust) Pty Ltd, trading as Crowe Australasia is a member of Crowe Global, a Swiss Verein. Each member firm of Crowe Global is a separate and independent legal entity. Findex (Aust) Pty Ltd and its affiliates are not responsible or liable for any acts or omissions of Crowe Global or any other member of Crowe Global. Crowe Global does not render any professional services and does not have an ownership or partnership interest in Findex (Aust) Pty Ltd. Services are provided by Crowe Audit Australia, an affiliate of Findex (Aust) Pty Ltd.*

© 2019 Findex (Aust) Pty Ltd