

# **Prisoners' Aid Association of New South Wales Inc**

**ABN 25756574465**

## **Special Purpose Financial Statements**

**Year End 30 June 2022**

**Prisoners' Aid Association of New South Wales Inc**  
**Officers' report**  
**30 June 2022**

The officers present their report, together with the financial statements, on the incorporated association for the year ended 30 June 2022.

**Officers**

The following persons were officers of the incorporated association during the whole of the financial year and up to the date of this report, unless otherwise stated:

Tim Laporte  
Margaret Anderson  
Lauren Osbich  
Frank Burke

**Committee members**

The following persons were committee members of the incorporated association during the whole of the financial year and up to the date of this report, unless otherwise stated:

Bronwyn Carman (resigned July 2020)  
Albert Eichholzer  
Daniel Bennett (appointed November 2020, resigned May 2022)  
Sue Hogan (appointed November 2020)

**Objectives**

The objective of the incorporated association is to provide quality services to both people held in NSW correctional centres and those returning to the community.

Provision of quality services will result in enhancing the opportunities for people returning to the community to not re-offend.

**Strategy for achieving the objectives**

The incorporated association currently provides property services (Mates Storage) under our Inmate Property Services contract with the Department of Communities and Justice, we provide work readiness training and work experience through our Mates on the Move social enterprise and provide life skills, education and training through our Mates for Life education program.

**Principal activities**

During the financial year the Association conducted 2 principal activities:

Inmate Property Services (Mates Storage) – collection, storage and return of property for inmates held in New South Wales correctional centres.

Mates on the Move – A social enterprise providing people returning to the community with training, qualifications and work experience.


The fundraising activities of the incorporated association are critical to sustainability of our services.

**Performance measures**

The incorporated association measures its performance in terms of services provided to its client group and its ability to sustain and scale these services with the support of fundraising activities.

**Prisoners' Aid Association of New South Wales Inc**  
**Officers' report**  
**30 June 2022**

On behalf of the officers



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Tim Laporte  
President

14 December 2022  
Sydney

**Prisoners' Aid Association of New South Wales Inc**  
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**30 June 2022**

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**General information**

The financial statements cover the Prisoners Aid Association of New South Wales (Inc) as an individual entity. The financial statements are presented in Australian dollars, which is the Prisoners Aid Association of New South Wales (Inc) functional and presentation currency.

The Prisoners Aid Association of New South Wales (Inc) is a not-for-profit incorporated association, incorporated and domiciled in Australia. Its registered office and principal place of business are:

<b>Registered office</b>	<b>Principal place of business</b>
Silverwater Correctional Complex Holker St Silverwater 2118	Silverwater Correctional Complex Holker St Silverwater 2118

A description of the nature of the incorporated association's operations and its principal activities are included in the officers' report, which is not part of the financial statements.

The financial statements were authorised for issue on 14 December 2022.

**Prisoners' Aid Association of New South Wales Inc**  
**Statement of profit or loss and other comprehensive income**  
**For the year ended 30 June 2022**

	Note	2022 \$	2021 \$
<b>Revenue</b>			
Service revenue	3	419,672	437,643
Government assistance (Job keeper and Cashflow boost)		64,505	122,070
Other income	3	71,515	4,374
<b>Expenses</b>			
Cost of goods sold	4	(603,286)	(557,694)
Other expenses	4	(4,239)	(9,468)
		<hr/>	<hr/>
<b>Surplus / (Deficit) before income tax expense</b>		(51,833)	(3,075)
Income tax expense		<hr/> -	<hr/> -
<b>Surplus / (Deficit) after income tax expense for the year</b>		(51,833)	(3,075)
Other comprehensive income for the year, net of tax		<hr/> -	<hr/> -
<b>Total comprehensive income for the year</b>		<hr/> <u>(51,833)</u>	<hr/> <u>(3,075)</u>

*The above statement of profit or loss and other comprehensive income should be read in conjunction with the accompanying notes*

**Prisoners' Aid Association of New South Wales Inc**  
**Statement of financial position**  
**As at 30 June 2022**

	Note	2022 \$	2021 \$
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	5	310,843	363,413
Trade and other receivables	6	70,065	71,661
Other Assets		3,036	3,036
Total current assets		<u>383,944</u>	<u>438,110</u>
<b>Non-current assets</b>			
Investments IAG		3,893	5,072
Property, plant and equipment		4,494	6,498
Total non-current assets		<u>8,387</u>	<u>11,570</u>
<b>Total assets</b>		<u>392,331</u>	<u>449,680</u>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	7	56,937	49,634
Employee benefits		129,532	146,743
Other		91,392	87,000
Total current liabilities		<u>277,861</u>	<u>283,377</u>
<b>Non-current liabilities</b>			
Employee benefits		-	-
Total non-current liabilities		<u>-</u>	<u>-</u>
<b>Total liabilities</b>		<u>277,863</u>	<u>283,377</u>
<b>Net assets</b>		<u>114,470</u>	<u>166,303</u>
<b>Equity</b>			
Retained Earnings		<u>114,470</u>	<u>166,303</u>
<b>Total equity</b>		<u>114,470</u>	<u>166,303</u>

*The above statement of financial position should be read in conjunction with the accompanying notes*

**Prisoners' Aid Association of New South Wales Inc**  
**Statement of changes in equity**  
**For the year ended 30 June 2022**

	<b>Retained Earnings \$</b>	<b>Total equity \$</b>
Balance at 1 July 2020	169,378	169,378
Surplus / (Deficit) after income tax expense for the year	(3,075)	(3,075)
Other comprehensive income for the year, net of tax	-	-
Total comprehensive income for the year	<u>(3,075)</u>	<u>(3,075)</u>
Balance at 30 June 2021	<u>166,303</u>	<u>166,303</u>

	<b>Retained Earnings \$</b>	<b>Total equity \$</b>
Balance at 1 July 2021	166,303	166,303
Surplus / (Deficit) after income tax expense for the year	(51,833)	(51,833)
Other comprehensive income for the year, net of tax	-	-
Total comprehensive income for the year	<u>114,470</u>	<u>114,470</u>
Balance at 30 June 2022	<u>114,470</u>	<u>114,470</u>

*The above statement of changes in equity should be read in conjunction with the accompanying notes*

**Prisoners' Aid Association of New South Wales Inc**  
**Notes to the financial statements**  
**30 June 2022**

**Note 1. Significant accounting policies**

The principal accounting policies adopted in the preparation of the financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

**New or amended Accounting Standards and Interpretations adopted**

The incorporated association has adopted all of the new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period.

Any new or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

**Basis of preparation**

In the officers' opinion, the incorporated association is not a reporting entity because there are no users dependent on general purpose financial statements.

These are special purpose financial statements that have been prepared for the purposes of complying with the Australian Charities and Not-for-profits Commission Act 2012 and New South Wales legislation the Associations Incorporation Act 2009, the Charitable Fundraising Act 1991 and associated regulations. The officers have determined that the accounting policies adopted are appropriate to meet the needs of the members of Prisoners' Aid Association of New South Wales Inc.

*Historical cost convention*

The financial statements have been prepared under the historical cost convention.

*Critical accounting estimates*

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the incorporated association's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in note 2.

**Revenue recognition**

*Services*

Revenue from rendering services is recognised upon performance of the service at which point the invoices are raised to customers.

Any service revenue which relates to future services is taken up as a liability in the Statement of Financial Position and recognised as revenue at a future date.

*Donations*

Donations are recognised at the time the pledge is made.

*Grants*

Grants are recognised at their fair value where there is a reasonable assurance that the grant will be received, and all attached conditions will be complied with.

*Interest*

Interest revenue is recognised as interest accrues using the effective interest method. This is a method of calculating the amortised cost of a financial asset and allocating the interest income over the relevant period using the effective interest rate, which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to the net carrying amount of the financial asset.

*Other revenue*

Other revenue is recognised when it is received or when the right to receive payment is established.

**Income tax**

As the incorporated association is a charitable institution in terms of subsection 50-5 of the Income Tax Assessment Act 1997, as amended, it is exempt from paying income tax.



**Note 1. Significant accounting policies (continued)**

**Current and non-current classification**

Assets and liabilities are presented in the statement of financial position based on current and non-current classification.

An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the incorporated association's normal operating cycle; it is held primarily for the purpose of trading; it is expected to be realised within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is classified as current when: it is either expected to be settled in the incorporated association's normal operating cycle; it is held primarily for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

Deferred tax assets and liabilities are always classified as non-current.

**Cash and cash equivalents**

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

**Trade and other receivables**

Other receivables are recognised at amortised cost, less any provision for impairment.

**Property, plant and equipment**

Plant and equipment is stated at historical cost less accumulated depreciation and impairment. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Depreciation is calculated on a straight-line basis to write off the net cost of each item of property, plant and equipment (excluding land) over their expected useful lives as follows:

Motor vehicles	5-7 years
Office equipment	3-5 years

The residual values, useful lives and depreciation methods are reviewed, and adjusted if appropriate, at each reporting date.

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the incorporated association. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss.

**Trade and other payables**

These amounts represent liabilities for goods and services provided to the incorporated association prior to the end of the financial year and which are unpaid. Due to their short-term nature they are measured at amortised cost and are not discounted. The amounts are unsecured and are usually paid within 30 days of recognition.

**Employee benefits**

*Short-term employee benefits*

Liabilities for wages and salaries, including non-monetary benefits, annual leave and long service leave expected to be settled wholly within 12 months of the reporting date are measured at the amounts expected to be paid when the liabilities are settled.

*Other long-term employee benefits*

The liability for annual leave and long service leave not expected to be settled within 12 months of the reporting date are measured at the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

**Note 1. Significant accounting policies (continued)**

**Goods and Services Tax ('GST') and other similar taxes**

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the tax authority. In this case it is recognised as part of the cost of the acquisition of the asset or as part of the expense.

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 tax authority is included in other receivables or other payables in the statement of financial position.

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to, the tax authority.

**New Accounting Standards and Interpretations not yet mandatory or early adopted**

Australian Accounting Standards and Interpretations that have recently been issued or amended but are not yet mandatory, have not been early adopted by the incorporated association for the annual reporting period ended 30 June 2022. The incorporated association have assessed that this will not have a significant impact to the association.

**Economic Dependence**

We noted that the Funding Agreement with the Department of Justice Corrective Services (NSW) will expire on 30 June 2022. Management has secured a further extension to 30 June 2025.

**Note 2. Critical accounting judgements, estimates and assumptions**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts in the financial statements. Management continually evaluates its judgements and estimates in relation to assets, liabilities, contingent liabilities, revenue and expenses. Management bases its judgements, estimates and assumptions on historical experience and on other various factors, including expectations of future events, management believes to be reasonable under the circumstances. The resulting accounting judgements and estimates will seldom equal the related actual results. The judgements estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities (refer to the respective notes) within the next financial year are discussed below.

Prisoners' Aid Association of New South Wales Inc  
Notes to the financial statements  
30 June 2022

**Note 3. Revenue**

	<b>2022</b>	<b>2021</b>
	<b>\$</b>	<b>\$</b>
<i>Revenue - Services</i>		
Inmate Property Service (Corrective Services N.S.W)	237,165	247,576
Mates on the Move	182,507	190,067
	<u>419,672</u>	<u>437,643</u>
<i>Other Income</i>		
Bequests	-	-
Donations	15,300	1,080
Grants	55,608	2,569
Interest / Dividends / Other	607	725
	<u>71,515</u>	<u>4,374</u>
Revenue	<u><u>491,187</u></u>	<u><u>442,017</u></u>

**Note 4. Expenses**

	<b>2022</b>	<b>2021</b>
	<b>\$</b>	<b>\$</b>
<i>Cost of Goods Sold – Services</i>		
Inmate Property Service (Corrective Services N.S.W)	264,731	243,272
Mates on the Move	338,555	314,422
	<u>603,286</u>	<u>557,694</u>
<i>Other Expenses</i>		
Capacity Building and Fundraising Expenses	3,060	8,868
Reduction in value of Investments	1,179	600
	<u>4,239</u>	<u>9,468</u>
<i>Surplus/ (Deficit) before income tax includes the following specific expenses:</i>		
<i>Depreciation</i>		
Motor vehicles	752	1,074
Office equipment	1,252	285
Total depreciation	<u>2,004</u>	<u>1,359</u>
<i>Superannuation expense</i>		
Defined contribution superannuation expense	<u>35,533</u>	<u>32,546</u>

**Note 5. Current assets - cash and cash equivalents**

	2022 \$	2021 \$
Cash on hand	-	-
Cash at bank	310,843	363,413
	<u>310,843</u>	<u>363,413</u>

**Note 6. Current assets - trade and other receivables**

	2022 \$	2021 \$
Other receivables	70,065	71,662
	<u>70,065</u>	<u>71,662</u>

**Note 7. Current liabilities - trade and other payables**

	2022 \$	2021 \$
Trade payables	56,937	49,626
Other payables	-	-
	<u>56,937</u>	<u>49,626</u>

**Note 8. Contingent liabilities**

The incorporated association had no contingent liabilities as at 30 June 2022 and 30 June 2021.

**Note 9. Commitments**

The incorporated association had no commitments for expenditure as at 30 June 2022 and 30 June 2021.

**Note 10. Events after the reporting period**

The effect of COVID-19 is ongoing, and it is not practicable to estimate the potential impact, positive or negative, after the reporting date. The assistance of the government during the period has seen an increase in cash flow and income for the Company. The situation is rapidly developing and is dependent on measures imposed by the Australian Government and other countries, such as maintaining social distancing requirements, quarantine, travel restrictions and any economic stimulus that may be provided.

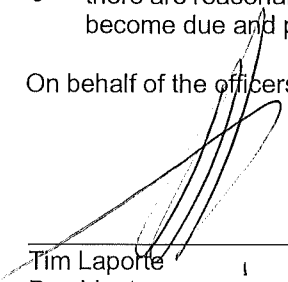
No matter or circumstance has arisen since 30 June 2022 that has significantly affected, or may significantly affect the incorporated association's operations, the results of those operations, or the incorporated association's state of affairs in future financial years.

**Prisoners' Aid Association of New South Wales Inc**  
**Officers' declaration**  
**30 June 2022**

In the officers' opinion:

- the incorporated association is not a reporting entity because there are no users dependent on general purpose financial statements. Accordingly, as described in note 1 to the financial statements, the attached special purpose financial statements have been prepared for the purposes of complying with the Australian Charities and Not-for-profits Commission Act 2012 and New South Wales legislation the Associations Incorporation Act 2009, the Charitable Fundraising Act 1991 and associated regulations;
- the attached financial statements and notes comply with the Accounting Standards as described in note 1 to the financial statements;
- the attached financial statements and notes give a true and fair view of the incorporated association's financial position as at 30 June 2022 and of its performance for the financial year ended on that date; and
- there are reasonable grounds to believe that the incorporated association will be able to pay its debts as and when they become due and payable.

On behalf of the officers



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Tim Laporte  
President

14 December 2022  
Sydney

## INDEPENDENT AUDIT REPORT TO THE MEMBERS OF PRISONERS' AID ASSOCIATION OF NSW INC

### Opinion

We have audited the financial report, being a special purpose financial report of Prisoners' Aid Association of New South Wales Inc (the 'Association'), which comprises the statement of financial position as at 30 June 2022, the statement of profit or loss and other comprehensive income, statement of changes in equity for the year ended, and notes comprising a summary of significant accounting policies and other explanatory information, and the Directors' declaration.

In our opinion, the accompanying financial report is in accordance with the Associations Incorporations Act 2009 (NSW), including:

- (a) giving a true and fair view of the Association's financial position as at 30 June 2022 and of its financial performance for the year then ended; and
- (b) complying with Australian Accounting Standards to the extent described in Note 1, the Associations Incorporations Act 2009 (NSW) and Division 60 of the Australian Charities and Not-for-Profits Commission Regulations 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 report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the directors' financial reporting responsibilities under the Associations Incorporations Act 2009 (NSW) and the Australian Charities and Not-for-profits Commission Act 2012 and the Association's rules of association. As a result, the financial report may not be suitable for another purpose.

### Responsibilities of the directors for the financial report

The directors of the Association are responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the Associations Incorporations Act 2009 (NSW) and is appropriate to meet the needs of the members. The directors' responsibility also includes such internal control as the directors determine is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the directors are 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 directors either intend to liquidate the Association or to cease operations, or have no realistic alternative but to do so.

## INDEPENDENT AUDIT REPORT TO THE MEMBERS OF PRISONERS AID ASSOCIATION OF NSW INC

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/auditors\\_files/ar3.pdf](http://www.auasb.gov.au/auditors_files/ar3.pdf) This description forms part of our auditor's report

Dated at Sydney on the 14<sup>th</sup> day of December 2022



**ESV Business advice and accounting**



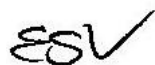
**Tim Valtwies**

Partner

## DISCLAIMER OF ADDITIONAL FINANCIAL INFORMATION

The additional financial data presented on the following page is in accordance with the books and records of Prisoners' Aid Association of New South Wales Inc (the "Association") which have been subjected to auditing procedures applied in the audit of the Association for the year ended 30 June 2022. It will be appreciated that our audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such financial data, and we give no warranty of accuracy or reliability in respect of the data provided. The data is presented solely for the purpose of satisfying the information needs of grant authorities and it not to be used for any other purpose or to be distributed to any other party. Neither the firm nor any member of employee of the firm undertakes responsibility in any way whatsoever to any person other than the aforementioned company in respect of such data, including any errors or omissions therein, however caused.

Dated at Sydney on the 14<sup>th</sup> day of December 2022



**ESV Business advice and accounting**



Prisoners' Aid Association of New South Wales Inc  
Supplementary Information

**Mates on the Move**

	<u>21/22</u>	<u>20/21</u>
<b>Course Income</b>		
Donations / Grants	-	3,649
<b>Total Course Income</b>	-	<b>3,649</b>
<b>Course and Capacity Building Expenditure</b>		
Support staff wages	-	23,263
Functions	-	-
Other	3,060	8,868
<b>Total Course Expenditure</b>	<b>3,060</b>	<b>32,131</b>
<b>Course Surplus / (Deficit)</b>	<b>(3,060)</b>	<b>(28,482)</b>
<b>Social Enterprise Income</b>		
Fee for service	182,507	190,067
Grants and Donations	65,908	88
Government Assistance (Jobkeeper and Cashflow boost)	38,492	67,801
<b>Total Social Enterprise Income</b>	<b>286,907</b>	<b>257,957</b>
<b>Social Enterprise Expenditure</b>		
Salary and Wages	211,275	173,775
Superannuation	19,715	17,709
Workers Compensation	1,509	4,287
Employee Provisions	(16,691)	8,989
Other Employment Expenses	54	471
Training	27	2,036
Truck Hire	30,947	30,241
Removalist Supplies	-	149
Recycling Costs	39,417	23,042
Bad Debts	394	1,659
Motor Vehicles	10,347	10,665
Marketing & Branding	16,744	-
Audit and Accounting	10,450	5,775
Computer Software and Hosting	3,143	3,143
Consulting	3,675	-
Telephone and Internet	1,358	2,134
Insurance	-	2,854
Printing, Postage and Stationary	4,794	6,023
Office Supplies	4	790
Equipment Depreciation	979	142
General Expenses	350	230
Bank Charges	66	320
<b>Total Social Enterprise Expenditure</b>	<b>338,557</b>	<b>292,050</b>
<b>Social Enterprise Surplus / Deficit</b>	<b>(51,650)</b>	<b>(37,121)</b>
<b>Mates on the Move Overall Surplus / (Deficit)</b>	<b>(54,710)</b>	<b>(65,603)</b>

Prisoners' Aid Association of New South Wales Inc  
Supplementary Information

**Inmate Property Services**

	<u>21/22</u>	<u>20/21</u>
<b>Income</b>		
Inmate Property Service (CSNSW)	237,165	247,576
Government Assistance (Jobkeeper and Cashflow boost)	26,013	54,144
Interest	189	447
Donations and Subscriptions	5,000	14
Dividends	420	69
<b>Total Property Services Income</b>	<b>268,787</b>	<b>302,251</b>
<b>Operational Expenses</b>		
Salary and Wages	184,604	157,569
Superannuation	15,818	14,838
Workers Compensation	4,629	4,287
Employee Provisions	(522)	21,860
Other Employment Expenses	193	471
Training	-	2,036
Motor Vehicles	13,647	14,170
Audit and Accounting	10,450	5,775
Computer Software and Hosting	4,997	4,353
Consulting	15,450	-
Telephone and Internet	3,298	2,134
Insurance	4,879	2,854
Relocation Costs	-	1,067
Cleaning	-	78
Property Maintenance	-	85
Printing, Postage and Stationery	2,660	5,998
Office Supplies	1,085	762
Equipment Depreciation	1,026	142
General Expenses	1,859	200
Bank Charges	662	320
Subscriptions	1,175	645
<b>Total Property Services Expenditure</b>	<b>265,910</b>	<b>239,644</b>
<b>Property Services Surplus / (Deficit)</b>	<b>2,877</b>	<b>62,607</b>