

Prisoners' Aid Association of New South Wales Inc

ABN 25756574465

Special Purpose Financial Statements

Year End 30 June 2020

Prisoners' Aid Association of New South Wales Inc
Officers' report
30 June 2020

The officers present their report, together with the financial statements, on the incorporated association for the year ended 30 June 2020.

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:

Marty Bowen (resigned November 2019)
Bronwyn Carman (appointed February 2020, resigned July 2020)
Albert Eichholzer (appointed May 2020)
Daniel Bennett (appointed November 2020)
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 under contract to Corrective Services NSW. We receive valuable support from the Ian Potter Foundation and Wests Leagues in providing training and work experience opportunities. We aim to increase the level of private and public sector support to ensure the viability of our Mates on the Move project.

Principal activities

During the financial year the Association conducted 2 principal activities:

Inmate Property Services – 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 2020

On behalf of the officers

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

Tim Laporte
President

14 December 2020
Sydney

Prisoners' Aid Association of New South Wales Inc

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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:

Registered office

Silverwater Correctional Complex
Holker St
Silverwater 2118

Principal place of business

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 2020.

Prisoners' Aid Association of New South Wales Inc
Statement of profit or loss and other comprehensive income
For the year ended 30 June 2020

	Note	2020 \$	2019 \$
Revenue	3	508,609	442,024
Expenses	4		
Inmate Property Service (Corrective Services NSW)		(195,958)	(179,007)
Mates on the Move – Course and Business Expenses		(249,067)	(257,145)
Participant and General Client Assistance		-	(6,667)
Capacity Building and Fundraising Expenses		(55,553)	(52,553)
Government Assistance (Job keeper and Cashflow boost)		52,821	-
Reduction in value of Investments		(2,250)	-
		<hr/>	<hr/>
Surplus / (Deficit) before income tax expense		58,602	(53,348)
Income tax expense		<hr/> -	<hr/> -
Surplus / (Deficit) after income tax expense for the year		58,602	(53,348)
Other comprehensive income for the year, net of tax		<hr/> -	<hr/> -
Total comprehensive income for the year		<u>58,602</u>	<u>(53,348)</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 2020

	Note	2020 \$	2019 \$
Assets			
Current assets			
Cash and cash equivalents	5	239,985	183,588
Trade and other receivables	6	67,636	59,782
Other Assets		3,036	3,036
Total current assets		<u>310,657</u>	<u>246,406</u>
Non-current assets			
Investments IAG		5,672	7,922
Property, plant and equipment		4,385	6,316
Total non-current assets		<u>10,057</u>	<u>14,238</u>
Total assets		<u>320,714</u>	<u>260,644</u>
Liabilities			
Current liabilities			
Trade and other payables	7	21,170	36,168
Employee benefits		120,166	103,700
Other		10,000	10,000
Total current liabilities		<u>151,336</u>	<u>149,868</u>
Non-current liabilities			
Employee benefits		-	-
Total non-current liabilities		<u>-</u>	<u>-</u>
Total liabilities		<u>169,378</u>	<u>149,868</u>
Net assets		<u>169,378</u>	<u>110,776</u>
Equity			
Retained Earnings		<u>169,378</u>	<u>110,776</u>
Total equity		<u>169,378</u>	<u>110,776</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 2020

	Retained Earnings \$	Total equity \$
Balance at 1 July 2018	164,124	164,124
Surplus / (Deficit) after income tax expense for the year	(53,348)	(53,348)
Other comprehensive income for the year, net of tax	-	-
Total comprehensive income for the year	<u>(53,348)</u>	<u>(53,348)</u>
Balance at 30 June 2019	<u>110,776</u>	<u>110,776</u>
	Retained Earnings \$	Total equity \$
Balance at 1 July 2019	110,776	110,776
Surplus / (Deficit) after income tax expense for the year	58,602	58,602
Other comprehensive income for the year, net of tax	-	-
Total comprehensive income for the year	<u>58,602</u>	<u>58,602</u>
Balance at 30 June 2020	<u>169,378</u>	<u>169,378</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 2020

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.

Revenue from Contracts with Customers – Adoption of AASB 15

The association has adopted AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of Not-for-Profit Entities for the first time in the current year with a date of initial application of 1 July 2020.

The adoption of AASB 15 and AASB 1058 did not have a material impact to the financial statements. Revenue from grant income is recognised as services are rendered and revenue from donations is being recorded on a cash receipt basis.

Impact of adoption of AASB 16

Association as a lessee

Under AASB 117, the association assessed whether leases were operating, or finance leases based on its assessment of whether the significant risks and rewards of ownership had been transferred to the association or remained with the lessor. Under AASB 16, there is no differentiation between finance and operating leases for the lessee and therefore all leases which meet the definition of a lease are recognised on the statement of financial position (except for short term leases and leases of low value assets).

The association's lease of office premises, phone and printer are either short term or of low value and therefore has elected to use the exception to lease accounting for short-term leases and leases of low value assets, and the lease expense relating to these leases are recognised in the statement of profit or loss on a straight line basis.

Financial statement impact of adoption of AASB 16

This standard does not have any material impact to the association given that it only has short term and low value leases and hence would qualify for the recognition exemption.

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

Donations

Donations are recognised at the time the pledge is made.

Note 1. Significant accounting policies (continued)

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.

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.

Prisoners' Aid Association of New South Wales Inc
Notes to the financial statements
30 June 2020

Note 1. Significant accounting policies (continued)

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.

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 2020. 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 2020. Management has secured a further extension to 30 June 2021.

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 2020

Note 3. Revenue

	2020	2019
	\$	\$
<i>Revenue</i>		
Inmate Property Service (Corrective Services N.S.W)	233,892	216,486
Metropolitan Inmate Pre Release Property Service (Corrective Services N.S.W)	-	-
Mates on the Move	187,752	187,063
	<u>421,644</u>	<u>403,549</u>
<i>Other Income</i>		
Bequests	-	-
Donations	59,578	9,151
Grants	25,000	25,000
Interest / Dividends / Other	2,477	4,324
	<u>87,055</u>	<u>38,475</u>
Revenue	<u><u>508,609</u></u>	<u><u>442,024</u></u>

Note 4. Expenses

	2020	2019
	\$	\$
Surplus / (Deficit) before income tax includes the following specific expenses:		
<i>Depreciation</i>		
Motor vehicles	1,535	2,477
Office equipment	396	312
Total depreciation	<u>1,931</u>	<u>2,789</u>
<i>Superannuation expense</i>		
Defined contribution superannuation expense	<u>28,706</u>	<u>29,439</u>

Note 5. Current assets - cash and cash equivalents

	2020	2019
	\$	\$
Cash on hand	118	250
Cash at bank	239,867	183,338
	<u><u>239,985</u></u>	<u><u>183,588</u></u>

Prisoners' Aid Association of New South Wales Inc
Notes to the financial statements
30 June 2020

Note 6. Current assets - trade and other receivables

	2020	2019
	\$	\$
Other receivables	67,636	59,782
	<u>67,636</u>	<u>59,782</u>

Note 7. Current liabilities - trade and other payables

	2020	2019
	\$	\$
Trade payables	21,106	35,479
Other payables	64	689
	<u>21,170</u>	<u>36,168</u>

Note 8. Contingent liabilities

The incorporated association had no contingent liabilities as at 30 June 2020 and 30 June 2019.

Note 9. Commitments

The incorporated association had no commitments for expenditure as at 30 June 2020 and 30 June 2019.

Note 10. Events after the reporting period

The effect of COVID-10 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 2020 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 2020

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 2020 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



Tim Laporte
President

14 December 2020
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 2020, 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 2020 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 This description forms part of our auditor's report

Dated at Sydney on the 14th day of December 2020



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 2020. 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 14th day of December 2020

A handwritten signature in black ink, appearing to read 'ESV'.

ESV Business advice and accounting

**Prisoners' Aid Association of New South Wales Inc
Supplementary Information**

Mates on the Move

	<u>19/20</u>	<u>18/19</u>
Course Income		
Interest /Dividends	-	3,421
Donations / Grants	84,578	-
Government Assistance (Cashflow boost)	2,773	-
Total Course Income	87,351	3,421
Course and Capacity Building Expenditure		
Support staff wages	24,511	23,099
Direct participant assistance	-	6,667
Functions	7,725	-
Other	23,317	29,454
Total Course Expenditure	55,553	59,220
Course Surplus / (Deficit)	31,798	(55,799)
Social Enterprise Income		
Fee for service	187,752	187,063
Grants and Donations	1,675	34,151
Government Assistance (Jobkeeper and Cashflow boost)	23,149	-
Total Social Enterprise Income	212,576	221,214
Social Enterprise Expenditure		
Management wages and employee entitlements	81,334	88,149
Graduate wages and superannuation	111,252	110,579
Workers Compensation	2,180	4,057
Staff Training	1,054	1,509
Truck Hire	20,401	31,884
General Insurance	2,526	2,217
Removalist Equipment	1,286	1,154
Telephone	1,501	1,682
Fuel and Travel	11,240	7,507
Marketing	2,237	
Audit and Accounting Fees	4,692	
Printing and Stationery	2,326	531
Computer Software	1,347	2,258
Depreciation	1,013	1,449
Other	4,678	4,169
Total Social Enterprise Expenditure	249,067	257,145
Social Enterprise Surplus / Deficit	(36,491)	(35,931)
Mates on the Move Overall Surplus / (Deficit)	(4,693)	(91,730)

**Prisoners' Aid Association of New South Wales Inc
Supplementary Information**

Inmate Property Services

	<u>19/20</u>	<u>18/19</u>
Income		
Inmate Property Service (CSNSW)	233,802	216,486
Government Assistance (Jobkeeper and Cashflow boost)	26,898	-
Interest	15	-
Donations and Subscriptions	689	-
Dividends	98	-
Total Property Services Income	261,502	216,486
Operational Expenses		
Client Assistance	703	2,606
Depreciation	917	1,340
General Expenses	2,697	1,431
Computer Software	1,347	1,603
Website	-	639
Software Annual Licence Fee	1,000	590
Cloud Services Fee	2,718	1,661
Office Relocation	374	-
Insurance	2,526	2,217
Wages	135,879	120,516
Superannuation	12,736	12,617
Workers Compensation	2,180	4,057
Employee Provisions	4,748	12,618
Other Employment Expenses	810	241
Property Costs	717	951
Marketing	2,236	
Audit and Accounting Fees	4,693	1,000
Rent	-	-
Electricity	45	-
Telephone/ Internet	1,501	1,649
General Office Supplies	2,309	856
Motor Vehicle	15,456	11,566
Subscriptions	366	850
Total Property Services Expenditure	195,958	179,008
Property Services Surplus / (Deficit)	65,544	37,342