



PeakCare  
Queensland Inc.



# ANNUAL REPORT

2015 / 2016



## Acknowledgement of Country

PeakCare Queensland Inc. (PeakCare) affirms that Aboriginal and Torres Strait Islander peoples are the First Peoples of this Land.

PeakCare acknowledges the traditional custodians of the land upon which the PeakCare office is located – the **Jagerra** and **Turribul** peoples. Our respect is paid to Elders past, present and future for they hold the traditions, cultures and hopes of Aboriginal and Torres Strait Islander Australia.

We must always remember that under the concrete and asphalt covering much of our continent, there was and always will be traditional Aboriginal and Torres Strait Islander lands. It is incumbent on all Australians to respectfully acknowledge the spiritual connections of Aboriginal and Torres Strait Islander peoples to the land and sea.

## The flags

The **Aboriginal** flag is divided horizontally into halves of black at the top and red underneath with a yellow circle in the centre. The black symbolises Aboriginal peoples and the yellow is the sun. Red depicts the earth and also represents the ochre used by Aboriginal peoples in ceremonies.

The flag was designed by Harold Thomas and first flown at Victoria Square, Adelaide on National Aboriginal Day on 12<sup>th</sup> July 1971. Today the flag has been adopted by Aboriginal groups and is flown or permanently displayed at Aboriginal centres throughout Australia.

*Aboriginal flag produced by permission of the designer, Harold Thomas © 1971.*

The **Torres Strait Islander** flag features three horizontal coloured stripes with green at the top and bottom and blue in between, divided by thin black lines. A white *dari* or head-dress sits at the centre with a five pointed star underneath.

The colour green is for the land and the *dari* is a symbol of all Torres Strait Islanders. The black represents the people and the blue represents the sea. The five pointed star represents the Island groups. The star, used in navigation, is an important symbol for the seafaring Torres Strait Islanders. The colour white stands for peace.

*The Torres Strait Islander flag was designed by the late Bernard Namok of Thursday Island.*

PeakCare Queensland Inc.  
Board Members 2014 / 2015

Office bearers



Ms Shelley Wall  
*President*



Ms Tracy Adams  
*Vice President*



Ms Leith Sterling  
*Treasurer*

Executive Members



Ms Shirley Pevitt



Ms Sally Kelynack



Mr Brad Swan

Co-opted Members



Ms Karen Dawson-Sinclair  
*Ms Dawson-Sinclair resigned from  
the Board on 24 June 2016*



Mr Christopher John  
*Mr John was a Co-opted Board  
Member 'casually' appointed to  
fill the position vacated by Ms  
Karen Dawson-Sinclair*



Ms Kathryn Woods

PeakCare Queensland Inc.  
**Annual General Meeting**

4.30pm Wednesday 7<sup>th</sup> December 2016  
Riverside Receptions, New Farm, Brisbane 4005

## Agenda

### Welcome:

Ms Shelley Wall  
President of the Board of Governance

### Guest speaker:

The Honourable Shannon Fentiman MP,  
Minister for Communities, Women and Youth,  
Minister for Child Safety and Minister for the  
Prevention of Domestic and Family Violence



### Minutes of previous Annual General Meeting

### President's Report

Ms Shelley Wall  
President of the Board of Governance

### Executive Director's Report

Mr Lindsay Wegener  
Executive Director

### Treasurer's Report

Mr Christopher John on behalf of  
Ms Leith Sterling  
Treasurer

### Appointment of Auditor for 2016 / 2017

### Election of Board Members





## President's Report

It is with a great deal of pride and a sense of achievement that I have produced this report on behalf of my Board colleagues. Throughout the year, the Board has carefully considered what we have needed to do, as a Board, to ensure that PeakCare has a strong and viable future - one that positions PeakCare well in not only contending with contemporary demands being placed on the organisation in performing its role and responsibilities as a peak body, but which allows it to remain a step ahead in anticipating and proactively addressing all challenges it may face in the years and decades to come.

Throughout 2015-16, the Board focussed on two inter-related matters. The first of these matters concerned the development of a clearly articulated statement of PeakCare's vision, our values and beliefs, and four key areas of our strategic intent.

The Board's development of this statement - our Strategic Plan for 2016-20 - was informed by the comprehensive Members' Survey conducted by Peter Berry Consultancy during 2015. While very positive feedback was received about much of the activity undertaken by PeakCare, the reported low levels of familiarity with the then current Strategic Plan and requests for a plan that was simpler, easier to recall and therefore more engaging of PeakCare's Members, Supporters and other stakeholders was well and truly heard. A draft version of a new plan produced by the Board was widely disseminated to collect further comments and suggestions. After taking on board the feedback that was received, a final version of the plan was produced and it is with a great deal of pleasure that I now formally announce the Board's release of this plan.

### Our vision:

Safe and well children – Safe and well families

### Our beliefs and values:

- Leadership, integrity and courage
- Respect and inclusiveness
- Independence, interdependence and impartiality
- Reconciliation that honours First Peoples of the Land and their rights to self-determination

### Our strategic intent 2016-20

PeakCare members know we are there for them and through their membership, they obtain the benefits of:

#### **Thought leadership**

To shape informed leadership through building and sharing knowledge and promoting innovation

**Advocacy**

To be a strong independent voice informed by research, evaluation and evidence to influence and achieve better outcomes for children, young people, families and communities

**Profile**

To effectively engage and influence dialogue about family support and child protection within all Queensland communities and across government and non-government sectors at local, state and national levels

**Sustainability**

To increase membership and diversify income sources to meet expectations and deepen our sphere of influence

We believe this plan positions PeakCare to ensure we continue to strive to be a responsive member driven organisation during a time of considerable sector change and challenge. It has been a difficult year for the child protection sector, especially at the front line. A number of media stories have brought to light some cases which have had tragic outcomes for children and families. These stories continue to challenge us all to examine the system we work in to strive for improvement that ensures our community remains a safe and happy place for children and families to thrive. It is important to also acknowledge the hard work of the many non-government practitioners and leaders, as well as our partners in the government, resulting in the many positive stories which, to ensure privacy and dignity for those we walk alongside, are never told.

The second matter that the Board focussed on during the year concerned the development of a suite of upgraded, or sometimes new, governance policies and associated documents such as a Board Charter. Our aim in producing these documents was to ensure that they would serve as a solid platform for the pursuit of our vision, the enactment of our values and beliefs, and the achievement of our strategic intent.

On behalf of the Board, I extend sincere thanks to Ms Diann Feldman, Feldman and Associates for her skilled facilitation of planning workshops attended by Board members and the contribution of her own considerable knowledge and expertise to the development of these important documents.

As we enter into 2016-17, the Board has a clear plan for building on the achievements of 2015-16. This will include a comprehensive review of PeakCare's membership categories and the definitions applied to each category, our membership fee schedules, and the ways in which membership approvals, re-approvals and the payment of fees are administered. This review will be undertaken for purposes of ensuring that:

- the configuration of our membership categories reflects contemporary practice and sound governance principles
- any revisions that may be made to the membership categories take into account the profile and characteristics of our existing and prospective members with a view towards diversifying and growing the overall number of Members

- the predominant view held by our Members that PeakCare membership represents a 'good value for money' investment is retained, and
- an affordable, fair, equitable and accountable means of allocating payment levels across a wide range of organisations and other entities is achieved.

This review will also encompass the identification of amendments that may be required to PeakCare's Constitution to enable any changes that may be made to the membership categories.

Whilst, as a Board, we confidently look forward to what we have planned for the new year, it is also important that we reflect on the achievements of the past year and thank all who contributed to these achievements, not the least of whom includes PeakCare's Members and Supporters. Thank you for your strong attendance at the various roundtable meetings, symposiums, workshops and other forums hosted or co-hosted by PeakCare during the year. Thank you for participation in teleconferences and your enthusiastic supply of verbal and/or written feedback. Thank you for the many emails, phone calls, subscriptions to PeakCare's eNews and comments on our Facebook page, all of which have added depth and richness to the dialogue that takes place between PeakCare and our Members.

I would also like to take this opportunity to thank Lindsay Wegener, PeakCare's Executive Director and the hard working team from PeakCare for their tireless contribution throughout the year. Yet again, we have a higher number of candidates standing for election to PeakCare's Board than the number of positions on the Board that are being vacated. I believe that this serves as a testament to the quality of the work being consistently delivered by PeakCare and it is pleasing to see so many representatives from non-government organisations who wish to play their part in volunteering their time, knowledge and skills in supporting the work of PeakCare.

I also wish to thank the Honourable Shannon Fentiman MP, Minister for Communities, Women and Youth, Minister for Child Safety and Minister for the Prevention of Domestic and Family Violence and members of her staff as well as Mr Michael Hogan, Director-General and the many directors, managers and staff from the Department of Communities, Child Safety and Disability Services for both the funding received by PeakCare and the constructive dialogue, debate, negotiation and liaison that characterises the relationship that exists between the Department and PeakCare. The numerous other government agencies with whom PeakCare has regular and frequent contact are also acknowledged and thanked.

Lastly, I sincerely thank my fellow Board Members for their hard work during the year. I especially thank Ms Tracy Adams and Ms Shirley Pevitt who have both served the maximum number of two-year terms permissible under PeakCare's Constitution – an impressive six years in total. Your presence at Board meetings will be sorely missed, but I am confident that neither of you will become a stranger to PeakCare and your commitment and contributions to the organisation will continue to be expressed in other ways.

With five vacated Board positions to be filled this year, we are guaranteed that PeakCare's Board for 2016-17 will consist of a mix of members – some whose contributions are 'tried and true' and others who will bring a fresh and new perspective and an ability to add other sets of knowledge, skills and talents. I am extremely confident that within whichever of these groups individual Board members may belong, they will all be strongly united in their support of PeakCare's vision and hold a shared and unequivocal commitment to achieving a safer community in which families are supported and all children and young people are able to reach their full potential.

**Shelley Wall**  
President  
2015 / 2016



## Executive Director's Report

Each week, getting PeakCare's weekly eNews ready takes on a high priority. With a circulation list of around 3000 subscribers, it's an opportunity to promote our activities and to spread the word about reforms, reviews, professional development, job vacancies, and opportunities to participate in shaping the future of child protection and family support and inter-sectorial relationships. So, drawing on editions over 2015-16, the following is a summary – quarter by quarter – of the news that made it into our headlines, the events we held or promoted, and the opinions we shared. In looking back over the editions, I couldn't help but notice that we covered many issues that we are still considering today – working with children checks, transition from care to independence with a focus on 'staying connected', and reforms to the youth justice system and its interface with the child protection system. A special piece of eNews magic was the appointment of Principal Commissioner Vardon at the Queensland Family and Child Commission. Less than one week after an eNews article lamenting the lack of an appointment, the Principal Commissioner was appointed. Ah, the power and mystery of eNews...

### July to September 2015

A noteworthy achievement in this first quarter was the finalisation and presentation to the Department of Communities, Child Safety and Disability Services (the Department) of the proposed 'Hope and Healing' Framework and a report about the development of the framework including an attachment flagging issues concerning its implementation. The project to develop a trauma-informed therapeutic framework for residential care had been contracted to PeakCare by the Department and was undertaken in association with Encompass Family and Community Pty Ltd and Paul Testro Consultancy Services.

Another achievement was the release of PeakCare's 'Roundtables Report 2015 – Updated'. This report incorporated additional feedback obtained from Members about issues reported on in an earlier version of the report produced after conducting a series of roundtable meetings with Members across the State. The main themes identified in the report were utilised in a range of presentations made to the Department and Carmody Inquiry-related forums.

This quarter of every year includes NAIDOC Week, which in 2015 had the theme, *We all stand on sacred ground: Learn, respect and celebrate*. This provided the opportunity for the first of three competitions held over the year to simultaneously raise awareness and have some fun.

Earlier in 2015, the PeakCare Board commissioned Peter Berry Consultancy to talk with PeakCare Member Agencies, Supporters and other stakeholders about perceived strengths and opportunities for improvement, with a view to guiding the content and directions to be incorporated within PeakCare's new strategic plan. While generally very positive, the feedback asserted a preference for clarity of future directions and simplicity of presentation.

In August, PeakCare, in partnership with the Queensland Aboriginal and Torres Strait Islander Child Protection Peak (QATSICPP), held the third one-day seminar about meeting the learning and educational needs of at risk and in care children and young people. A range of non-government, government, academic and other representatives mostly from in or around Rockhampton made keynote presentations or participated in panel discussions about their role, responsibilities and activities in these areas. The level of interest was very high and registrations hit the 100 mark.

#### October to December 2015

The October to December quarter saw PeakCare host another very well attended one-day seminar. In partnership with C&K, Griffith University and the Salvation Army, *Nexus: Perspectives on how early childhood educators and family support professionals can better connect for child and family outcomes* was held at Logan on Saturday 10 October 2015. Policy, practitioner, service provider, academic and parent perspectives were provided. A highlight of the day was the inaugural screening of recorded interviews with parents whose children access Family Place, a hybrid family support and Early Childhood Education and Care service in Logan. The event was recorded and the recordings of the keynote presentations were made available on the PeakCare and C&K websites.

The other major event was billed as a *Blockbuster* – 1) Encore presentations by locally-based policy officers, program developers, practitioners and researchers of presentations given at national and international conferences during the previous twelve months, 2) PeakCare's 2014-15 Annual General Meeting, and 3) the inaugural Trivia with a Twist competition.

#### January to March 2016

The new year provided the opportunity for another quiz, this time on the Aboriginal and Torres Strait Islander Child Placement Principle. This early part of the year was also used by both staff and members to gear up to for a very busy first half of 2016 preparing submissions to a number of public inquiries including some conducted by the Queensland Legislative Assembly parliamentary committee.

During this quarter, a half-day workshop, delivered by the Queensland Public Interest Law Clearing House (QPILCH), was held for non-government family support, out of home care and related services about the Legal Health Check, a tool to identify common legal issues affecting the populations with whom those community services work.

#### April to July 2016

Two one-day workshops were held in this quarter. *Privacy management for community services*, held in Brisbane in partnership with QCOSS and the Quality Collaboration Network, considered legal issues around informed consent, good practice in responding to right to information requests, and good practice in complaints management processes. The second, held at Logan, focused on a five-step approach to identifying and dealing with ethical dilemmas and was delivered by Professor Donna McAuliffe from Griffith University's School of Human Services and Social Work. Both workshops attracted a high level of registrations.

QPILCH delivered a half-day workshop about LegalPod, a legal service for care leavers to 21 years, for government and non-government practitioners working with young people transitioning from care to independence and young people who have transitioned from care. Late in this quarter, a masterclass, by Professor Anne Douglass, on responding to sexual abuse of young children was held in partnership with C&K. Again, the mixed audience of educators, child protection and family support workers enhanced participants' learnings.

The third and final quiz competition was held and it focused on the Third Action Plan for the National Framework for Protecting Australia's Children.

Another Roundtables Road Trip to six locations across the state was undertaken to reflect on what was said in 2015, and to gather what Member Agencies and Supporters had to say in 2016.

It was also during this quarter that PeakCare's involvement in the national *Family Matters: Children safe in culture not in care* campaign commenced, and a panel discussion was convened about human rights legislation for Queensland.

And there was more....

Throughout 2015-16, PeakCare was active in:

- publishing information about matters being examined by the Royal Commission into Institutional Responses to Child Sexual Abuse and their release of research reports
- distributing information about changes (eg. Human Services Quality Framework) and the availability of funding to support the implementation of the child and family reforms (eg. Family and Child Connect, intensive family support, family wellbeing, and domestic and family violence services)
- making submissions to state and commonwealth public inquiries and legislative committee's consideration of particular Bills, such as the Royal Commission into Institutional Responses to Child Sexual Abuse's consultation papers on responding to complaints of child sexual abuse and out of home care; the Queensland Law Reform Commission's and Parliamentary Committee's inquiries into mandatory reporting for early childhood education and care personnel; reviews of the *Child Protection Act 1999* and *Adoption Act 2009*; the introduction of human rights legislation in Queensland; Queensland Government strategies around domestic and family violence prevention and an engagement strategy for implementing the Child and Family Reforms; and the Senate Select Committee's Inquiry into School Funding Investment
- promoting opportunities for Member Agencies and Supporters to be involved in local, statewide and national reform consultations, and in research about the experiences of children, young people and parents in contact with the child protection system
- producing and distributing digital recordings: *What lies beneath the words* in conjunction with CREATE Young Consultants, *A Human Rights Act for Queensland – Needed or Not*, and *On the matter of secure care*

- creating opportunities for personnel in child and family services to participate in monthly meetings of the AASW / PeakCare Child Protection Practitioners group and the PeakCare Research Group, and
- celebrations and tributes, such as Child Protection Week, NAIDOC, National Aboriginal and Torres Strait Islander Children's Day, Foster and Kinship Care Week, Domestic and Family Violence Prevention Month, and National Youth Week.

It was a very busy year!

My sincere appreciation is extended to PeakCare staff members, members of the 2015-16 Board, our colleagues from several government agencies, other peak bodies and representative groups, and PeakCare Member Agencies and Supporters for helping to make it another productive and exciting year.

**Lindsay Wegener**  
Executive Director



## Treasurer's Report

It is my pleasure to submit to you the audited Financial Statements for PeakCare Queensland for the year ended 30th June 2016.

The total income for the organisation for the year ended 30 June 2016 was \$876,872.

This included \$774,162 in operating grants from the State Government.

Other areas of income include:

Membership Subscriptions	\$50,912
Forums, conferences, workshops	\$10,250
Interest received	\$17,996

This leaves PeakCare with an operating profit of \$11,010 for the year.

Accumulated Funds of the organisation as at 30 June 2016 are \$625,875.

On behalf of the PeakCare Board and Members of the Association, I wish to thank the Honourable Shannon Fentiman MP, Minister for Communities, Women and Youth, Minister for Child Safety and Minister for the Prevention of Domestic and Family Violence and Officers of the Department of Communities, Child Safety and Disability Services for their support during the year.

My appreciation also goes to Board colleagues, as well as Lindsay Wegener (Executive Director), Gary Roberts (Corporate Support Manager) and June Darvill (PeakCare Bookkeeper) for their support and commitment during the year.

**Leith Sterling**  
Treasurer

**The accompanying notes form part of this financial report**

**PeakCare Queensland Incorporated**  
**A.B.N. 46 517 600 227**  
**Committee's Report**

Your committee members submit the financial report of PeakCare Queensland Incorporated for the financial year ended 30 June 2016.

## Committee Members

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

Shelley Wall	-	President
Tracy Adams	-	Vice-President
Leith Sterling	-	Treasurer
Lindsay Wegener	-	Secretary/Executive Director
Sally Kelynack	-	Board Member
Shirley Pevitt	-	Board Member
Brad Swan	-	Board Member
Karen Dawson-Sinclair	-	Board Member (resigned 24/6/2016)
Jane Carter	-	Co-opted Member (resigned 4/12/2015)
Kathryn Woods	-	Co-opted Member (appointed 4/12/2015)
Christopher John	-	Co-opted Member

## Principal Activities

The principal activities of the association during the financial year were to undertake research, development and training in child, adolescent and family welfare policy and practice and to represent and advocate for members before other community bodies, statutory bodies or Government authorities.

## Significant Changes

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

## Operating Result

The surplus from ordinary activities after providing for income tax amounted to

Year ended	Year ended
30 June 2016	30 June 2015
\$	\$
11,010	4,188

Signed in accordance with a resolution of the Members of the Committee on 28 November 2016:



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Shelley Wall - President



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Leith Sterling - Treasurer

**PeakCare Queensland Incorporated**  
**A.B.N. 46 517 600 227**  
**Statement of Profit or Loss and Other Comprehensive Income**  
**For the Year ended 30 June 2016**

	Note	2016 \$	2015 \$
Revenue	2	876,872	773,687
Depreciation and amortisation expenses	3	(8,659)	(10,131)
Employee benefits expenses		(611,330)	(557,321)
Administration Expenses		(62,049)	(53,482)
Occupancy Expenses		(10,758)	(11,766)
Project Expenses		(116,611)	(85,322)
Travel and Vehicle Expenses		(20,990)	(30,064)
Other expenses from ordinary activities		<u>(35,466)</u>	<u>(21,413)</u>
<b>Surplus before income tax</b>		<b>11,010</b>	<b>4,188</b>
Income tax expense	1	<u>          --          </u>	<u>          --          </u>
<b>Surplus from Operations</b>		<b><u>11,010</u></b>	<b><u>4,188</u></b>

The accompanying notes form part of this financial statement.

**PeakCare Queensland Incorporated**  
**A.B.N. 46 517 600 227**  
**Statement of Financial Position**  
**As at 30 June 2016**

	Note	2016 \$	2015 \$
<b>Current Assets</b>			
Cash and cash equivalents	4	774,093	781,453
Trade and other receivables	5	1,348	18,149
Other current assets	6	<u>12,252</u>	<u>12,423</u>
<b>Total Current Assets</b>		<b>787,693</b>	<b>812,025</b>
 <b>Non-Current Assets</b>			
Property, plant and equipment	7	<u>39,458</u>	<u>47,532</u>
<b>Total Non-Current Assets</b>		<b><u>39,458</u></b>	<b><u>47,532</u></b>
 <b>Total Assets</b>		 <b><u>827,151</u></b>	 <b><u>859,557</u></b>
 <b>Current Liabilities</b>			
Trade and other Payables	8	40,853	83,211
Other Liabilities	9	27,541	65,405
Provisions	10	<u>100,459</u>	<u>84,979</u>
<b>Total Current Liabilities</b>		<b>168,853</b>	<b>233,595</b>
 <b>Non-Current Liabilities</b>			
Provisions	10	<u>32,423</u>	<u>11,097</u>
<b>Total Non-Current Liabilities</b>		<b>32,423</b>	<b>11,097</b>
 <b>Total Liabilities</b>		 <b><u>201,276</u></b>	 <b><u>244,692</u></b>
 <b>Net Assets</b>		 <b><u>625,875</u></b>	 <b><u>614,865</u></b>
 <b>Accumulated Funds</b>			
Retained surplus		<u>625,875</u>	<u>614,865</u>
<b>Total Accumulated Funds</b>		<b><u>625,875</u></b>	<b><u>614,865</u></b>

The accompanying notes form part of this financial statement.

**PeakCare Queensland Incorporated**  
**A.B.N. 46 517 600 227**  
**Statement of Changes In Equity**  
**For the Year Ended 30 June 2016**

	<b>Retained Surplus</b>	<b>Other Reserves</b>	<b>Total</b>
	\$	\$	\$
<b>Balance at 30 June 2014</b>	<b>610,677</b>	---	<b>610,677</b>
Net surplus attributable to the association	4,188	---	4,188
<b>Balance at 30 June 2015</b>	<b>614,865</b>	---	<b>614,865</b>
Net surplus attributable to the association	11,010	---	11,010
<b>Balance at 30 June 2016</b>	<b>625,875</b>	---	<b>625,875</b>

The accompanying notes form part of this financial statement.

**PeakCare Queensland Incorporated**  
**A.B.N. 46 517 600 227**  
**Statement of Cash Flows**  
**For the Year ended 30 June 2016**

	2016	2015
	\$	\$
<b>Cash Flow From Operating Activities</b>		
Receipts from Members	28,240	67,901
Receipts from Government	761,099	676,303
Other Receipts	48,475	3,655
Interest received	17,996	18,881
Payments to Suppliers and employees	<u>(862,585)</u>	<u>(697,190)</u>
<b>Net cash provided (used) by operating activities (note 12)</b>	<b><u>(6,775)</u></b>	<b><u>69,550</u></b>
<b>Cash Flow From Investing Activities</b>		
Proceeds from sale of property, plant and equipment	-	-
Payments for property, plant & equipment	<u>(585)</u>	<u>(409)</u>
<b>Net cash provided (used) by investing activities</b>	<b><u>(585)</u></b>	<b><u>(409)</u></b>
<b>Cash Flow From Financing Activities</b>		
Proceeds from borrowings	<u>-</u>	<u>-</u>
<b>Net cash used in financing activities</b>	<b><u>-</u></b>	<b><u>-</u></b>
Net increase (decrease) in cash held	(7,360)	69,141
Cash at the beginning of the year	<u>781,453</u>	<u>712,312</u>
<b>Cash at the end of the year (note 11)</b>	<b><u>774,093</u></b>	<b><u>781,453</u></b>

The accompanying notes form part of this financial statement.

**PeakCare Queensland Incorporated**  
**A.B.N. 46 517 600 227**  
**Notes to the Financial Statements**  
**For the Year ended 30 June 2016**

**Note 1: Statement of Significant Accounting Policies**

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporations Act, 1981 (Queensland) and the Australian Charities and Not-for-profits Commission Act 2012. The committee has determined that the association is not a reporting entity.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets. The entity is a not-for-profit entity for financial reporting purposes under Australian accounting standards.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

**(a) Income tax**

By virtue of section 50-5 of the Income Tax Assessment Act 1997 the association is not liable for income tax.

**(b) Property, Plant and Equipment**

Assets purchased with Grant Funding cannot be used for any other purpose than that stated in the funding agreement and cannot be sold or otherwise disposed of without the permission of the funding body, and a contingent liability may exist in relation to any sale proceeds.

The depreciable amount of all Property, Plant and Equipment is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

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

**(c) Impairment of Assets**

At each reporting date, the entity reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

**(d) 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.

**(e) Provisions**

Provisions are recognised when the company 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. Provisions are measured at the best estimate of the amounts required to settle the obligation at reporting date.

**(f) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

**PeakCare Queensland Incorporated**  
**A.B.N. 46 517 600 227**  
**Notes to the Financial Statements**  
**For the Year ended 30 June 2016**

**(g) Revenue and Other Income**

Revenue is measured at the fair value of the consideration received or receivable.

Interest revenue is recognised after taking into account any trade discounts and volume rebates allowed. Income from the sale of goods is recognised upon the delivery of goods to customers.

Grant and donation income is recognised when the entity obtains control over the funds which is generally at the time of receipt.

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

**(h) 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 Australian 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 expenses. Receivables and payables in the balance sheet are shown inclusive of GST.

Cash flows are presented in the cash flow statement on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

**(i) Accounts Payable and Other Payables**

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

**PeakCare Queensland Incorporated**  
**A.B.N. 46 517 600 227**  
**Notes to the Financial Statements**  
**For the Year ended 30 June 2016**

	<b>2016</b>	<b>2015</b>
	<b>\$</b>	<b>\$</b>
<b>Note 2: Revenue</b>		
<b>Operating Activities:</b>		
-member subscriptions	50,912	50,782
-operating grants	774,162	668,464
-sale of publications/photocopying	2,385	1,475
-forums, conferences, workshops	10,250	13,757
-profit/(loss) on sale of non current asset	-	-
-other	<u>10,258</u>	<u>9,419</u>
	<u>847,967</u>	<u>743,897</u>
<b>Non-Operating Activities</b>		
-interest received	17,996	18,881
-donations received	-	-
-office space rental	<u>10,909</u>	<u>10,909</u>
	<u>28,905</u>	<u>29,790</u>
Total Revenue	<u>876,872</u>	<u>773,687</u>

**Note 3: Profit from Ordinary Activities**

Profit (loss) from ordinary activities before income tax has been determined after:

**(a) Charging as Expense:**

Depreciation	8,659	10,131
Remuneration of auditor		
- audit or review services	3,100	2,900

**b) Significant Revenues and Expenses:**

The following revenue and expense items are relevant in explaining the financial performance:

<b>Other expenses from ordinary activities</b>		
- Stationery, Photocopying and Printing	7,688	8,068
- Insurance	11,165	11,303
- Motor Vehicle Expenses	6,563	5,189
-Consultant fees & Consultation costs	108,438	76,206

**Note 4: Cash and cash equivalents**

Cash On Hand	720	587
Cash at Bank	373,373	380,866
Short Term Deposits	<u>400,000</u>	<u>400,000</u>
	<b>774,093</b>	<b>781,453</b>

**PeakCare Queensland Incorporated**  
**A.B.N. 46 517 600 227**  
**Notes to the Financial Statements**  
**For the Year ended 30 June 2016**

	2016 \$	2015 \$
<b>Note 5: Receivables</b>		
<b>Current</b>		
Debtor - Trade	1,348	18,149
Debtor - Sundry	<u>-</u>	<u>-</u>
	<b>1,348</b>	<b>18,149</b>

<b>Note 6: Other Assets</b>		
<b>Current</b>		
Security Deposits	274	274
Prepayments	<u>11,978</u>	<u>12,149</u>
	<b>12,252</b>	<b>12,423</b>

<b>Note 7: Property, Plant and Equipment</b>		
Furniture & Fittings		
- At Cost	86,354	85,769
- Less: Accumulated depreciation	<u>(67,400)</u>	<u>(65,118)</u>
	<b>18,954</b>	<b>20,651</b>
Motor vehicles:		
- At Cost	42,512	42,512
- Less: Accumulated depreciation	<u>(22,008)</u>	<u>(15,631)</u>
	<b>20,504</b>	<b>26,881</b>
	<b><u>39,458</u></b>	<b><u>47,532</u></b>

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

	Furniture & Fittings	Motor Vehicle	TOTAL
Opening Carrying Amount	20,651	26,881	47,532
Additions	585	---	585
Disposals	---	---	---
Depreciation Expense	(2,282)	(6,377)	(8,659)
Closing Carrying Amount	18,954	20,504	39,458

Assets purchased with Grant Funding cannot be used for any other purpose than that stated in the funding agreement and cannot be sold or otherwise disposed of without the permission of the funding body, and a contingent liability may exist in relation to any sale proceeds.

**PeakCare Queensland Incorporated**  
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**For the Year ended 30 June 2016**

	2016	2015
	\$	\$
<b>Note 8: Payables</b>		
Unsecured:		
- Trade creditors	2,077	43,274
- Sundry Creditors & Accruals	23,859	21,389
- GST Payable	<u>14,917</u>	<u>18,548</u>
	<b>40,853</b>	<b>83,211</b>

**Note 9: Other Liabilities**

Income Received in Advance	17,723	50,645
Provision for Unexpended Grants	<u>9,818</u>	<u>14,760</u>
	<b>27,541</b>	<b>65,405</b>

**Note 10: Provisions**

**Current**

Employee entitlements		
Annual leave	80,509	69,170
Relief Staff	<u>19,950</u>	<u>15,809</u>
	<b>100,459</b>	<b>84,979</b>

**Non Current**

Employee entitlements		
Long service leave	<u>32,423</u>	<u>11,097</u>
	<b>32,423</b>	<b>11,097</b>

**Note 11: Reconciliation of Cash**

For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments in money market instruments, net of outstanding bank overdrafts. Cash at the end of the year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

Cash On Hand	720	587
Cash at Bank	373,373	380,866
Cash at Bank – Term Deposits	<u>400,000</u>	<u>400,000</u>
	<b>774,093</b>	<b>781,453</b>

**PeakCare Queensland Incorporated**  
**A.B.N. 46 517 600 227**  
**Notes to the Financial Statements**  
**For the Year ended 30 June 2016**

	2016 \$	2015 \$
<b>Note 12: Reconciliation of Cash Flow from Operations with Profit after Income Tax</b>		
Profit/(loss) after income tax	11,010	4,188
Non-cash flows in surplus from Ordinary Activities		
Depreciation	8,659	10,131
(Profit)/Loss on disposal of plant & equipment	<u>-</u>	<u>-</u>
	19,669	14,319
Changes in assets and liabilities:		
(Increase)/Decrease in receivables	16,801	(18,149)
(Increase)/Decrease in prepayments	171	(1,143)
Increase/(Decrease) in payables	(42,358)	50,374
Increase/(Decrease) in Grants in Advance	(4,942)	7,839
Increase/(Decrease) in provisions	<u>3,884</u>	<u>16,310</u>
	(26,444)	55,231
<b>Net cash provided by operating activities</b>	<b>(6,775)</b>	<b>69,550</b>

**Note 13: Events Subsequent to Reporting Date**

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

**Note 14: Association Details**

The principal place of business of the association is

PeakCare Queensland Incorporated  
17 Ross Street  
Paddington QLD 4064

**PeakCare Queensland Incorporated**  
**A.B.N. 46 517 600 227**  
**Statement by Members of the Committee**

The committee 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 Committee the financial report as set out on pages 2 to 11:

1. Presents a true and fair view of the financial position of PeakCare Queensland Incorporated as at 30 June 2016 and its performance for the year ended on that date.
2. Comply with the Australian Charities and Not-for-profits Commission Act 2012 and the Associations Incorporations Act 1981 (Queensland)
3. At the date of this statement, there are reasonable grounds to believe that PeakCare Queensland Incorporated will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:



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Shelley Wall - President



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Leith Sterling - Treasurer

Dated: 28 November 2016.

## INDEPENDENT AUDITOR'S REPORT

To the members of PeakCare Queensland Incorporated

### Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report of PeakCare Queensland Incorporated, which comprises the statement of financial position as at 30 June 2016, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the statement by members of the committee.

### Committee Members' Responsibility for the Financial Report

The committee members 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 *Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act)*, the *Associations Incorporations Act 1981 (Queensland)* and the needs of the members. The committee members' responsibility also includes such internal control as the committee members' 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.

### Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the committee members' preparation of the financial report that gives a true and fair view 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. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee members, as well as evaluating the overall presentation of the financial report.

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

### **Opinion**

In our opinion the financial report of PeakCare Queensland Incorporated has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-Profits Commission Act 2012* and the *Associations Incorporations Act 1981 (Queensland)*, including:

- (a) giving a true and fair view of the association's financial position as at 30 June 2016 and of its performance for the year ended on that date; and
- (b) complying with Australian Accounting Standards to the extent described in Note 1 and the *Division 60 the Australian Charities and Not-for-profits Commission Regulation 2013*.

### **Basis of accounting**

Without modifying our opinion, 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 committee members' financial reporting responsibilities under the *ACNC Act* and the *Associations Incorporations Act 1981 (Queensland)*. As a result, the financial report may not be suitable for another purpose.

### **BDO Audit Pty Ltd**

BDO



**A J Whyte**  
Director

Brisbane, 28 November 2016