



Recreation and Peer Support Inc.

Annual Report 2010

**DISABILITY IS
NO BARRIER TO
FRIENDSHIP...**

Recreation and Peer Support Inc. 2010

Management Committee:

Lisa Hayes	Chairperson
Sue McLeod	Vice Chairperson
Jerry Ngo	Treasurer
Angela Kekis	Secretary

Committee Members:

Shayne McDonagh
Judy Langbien
Glenn Collyer
Cameron Clarke
Sonya Blondinau (until July)
Natalie Matkovic (from September)

Staff:

Alistair Foggo	Service Coordinator
Allan Lines	Field Officer

Volunteers:

William Meats	Francesca Hayden
Kristie Clarke	Sharon Grogan
Natalie Matkovic	Michael Bright
Daisy Ge	Lenore Whalan
Margot Smith	Sonya Blondinau
Debbie Price	

Chairperson's Report

Well here we are at the end of another fruitful and busy RAPS year. It hardly seems a day since our last AGM, but it has been a full and fun twelve months.

Firstly my thanks go to my fellow committee members: Sue McLeod, Shayne McDonagh, Judy Langbien, Cameron Clarke, Glenn Collyer, Sonya Blondinau, Natalie Matkovic, Jerry Ngo and Angela Kekis. To those who have held office positions thank you very much, and a huge welcome to Nat for coming in as Sonya's replacement.

A huge thank you must, as usual, go to Alistair who has always been available at the end of a phone or an email, to keep us all on track, and on outings. We have had so many outings this year, so many highlights, it's impossible to name any. Our bus trips are so popular and it's good to see so many people taking advantage of the bus and the daytrips.

Another thank you goes to Allan without whom it'd be a tough time on outings. He makes such an effort to keep on top of everything and he's there before we are and leaves God knows when. Our cabbies: Stewart, Nemr, Rocky, Prashant, and Mark also give a lot of time and get us out and home in all weather – rain and shine. Thanks to one and all.

Thanks must also go to all of our fantastic volunteers. To all of you thank you for sharing part of your weekends with us.

As I will not be standing for chairperson again I would like to thank everyone for being so good to work with on committee. I am still going to be on committee though, so I am not going away!

Lisa Hayes
Chairperson

Treasurer's Report

The 2009-2010 accounts for RAPS show that our organisation is financially healthy, with net assets of \$2,397.63. This is the first time net assets have been positive since 2004.

It tells us that, for the first time in 6 years, we are able to pay our debts as and when they fall due. That fact, once again, confirms that we have satisfied all financial achievements that ADHC has required of us.

Some may question another fact that our profit reduces to \$13,153.89 this year, but let me assure you that there is nothing to be worried about. The money has been well spent on our first ever Strategic Plan, which will definitely be our main guideline for the next 3 years. We also spent on our logo and website that will make us easily reachable and recognisable. I am really proud of what we have achieved this year and I'm sure we will achieve even more in the next financial year.

Oh, I almost forgot about the employee entitlements. Ladies and gentlemen, we have successfully updated our entitlement records which can allow our hard-working staff, Alistair and Allan, especially Allan, to take leave whenever they choose; while the Management Committee can be confident there will always be money in reserve to pay these entitlements.

With our healthy financial records, a strategic plan, a beautiful logo and website, I can say confidently that ADHC will have to recognise the skills and talent within RAPS. I believe that we can get more funding to be able to achieve our ultimate goal, that is, to provide as many activities as possible to eliminate social isolation of people with physical and/or sensory disabilities.

Thank you to all for helping me to fulfil the Treasurer's role at RAPS. I am looking forward to another year of success in 2011.

Jerry Ngo
Treasurer

Coordinator's Report

2010 has been a very busy, and incredibly successful, 12 months for RAPS. With the financial issues of the past well and truly behind us, RAPS has been able to continue to move forward and improve all facets of the organisation. It really is a credit to everyone involved that RAPS has not only recovered from a very dire situation only a few short years ago, but has had the ambition and drive to move forward from that point, and constantly seek to improve.

This year we again exceeded the minimum number of service delivery hours asked of us by our funding body ADHC. Not only did we achieve the target, but in a true sign of just how far the organisation has come, we approached ADHC and asked for the minimum number of service delivery hours to be increased for the coming year. This is an overwhelmingly positive step, and a very clear signal that RAPS is well and truly back on the right path.

Another clear indication of the progress we have made is the number of new volunteers who have become involved with RAPS over the past 12 months. We have had a lot of interest in volunteering throughout year, and have welcomed a fantastic group of volunteers to RAPS. We are incredibly fortunate to have people willing to give up their time to help us out, and I'm sure everyone would agree that they have had a very positive influence to the activities this year.

As Jerry has already mentioned, with the finances being strong, this year we also had the opportunity to invest some money into a strategic plan. I say 'invest' deliberately, because the plan that has been developed will ensure that RAPS continues to thrive for years to come. It is another clear sign that RAPS is not merely content with maintaining the status quo – there is a real determination to continually improve, and deliver the best possible service we are capable of.

As you will have seen from the front cover of this report, we have also been able to have a new logo designed, which when paired with our new website, will make RAPS much more visible and accessible to potential clients and partners. You will also notice the phrase 'disability is no barrier to friendship'. This has been adopted as the organisations' vision, and will be the guiding principle behind everything that we do.

These steps forward have largely been due to the hard work of the RAPS Management Committee. It has been fantastic to see some new faces on committee this year, which bring with them new ideas and view points that only help to improve the organisation. I would like to make special mention of Jerry Ngo, who has come on board as Treasurer, and put in countless unpaid hours managing the finances, and then explaining the numbers to me! Thanks must also go to our Chairperson Lisa Hayes, who has led committee very capably throughout the year.

Without doubt, the hardest working person in RAPS is our Field Officer Allan Lines. His commitment and attitude to his work are second to none, and certainly doesn't go unnoticed by myself or any of the members. RAPS has been incredibly lucky to have him on our staff for a number of years, and I thank him for the tremendous work he has done over the past year.

As I've already mentioned, we have a fantastic group of volunteers who assist with the activities we run. I would like to thank them all for their help throughout the year – they make a real difference to the organisation, and we are very blessed to have such great people involved with RAPS. I would also like to take the opportunity to thank the taxi drivers who have helped us throughout the year – it makes life much easier to have people like Stewart, Nemr, Mark, Rocky and Prashant, who we can rely on to transport everyone safely to our activities.

And finally, I must thank all the RAPS member, their families, and carers. It is such a pleasure to be involved with such a fantastic bunch of people, who make my job so enjoyable and rewarding. I really hope that you have all enjoyed the past 12 months as much as I have.

I am very proud of what we have been able to achieve in the past 12 months, and even more excited by what possibilities lie ahead in 2011. RAPS is an organisation with immense potential, supported by an amazing group of people. I believe RAPS is only just beginning to realise that potential, and that in the coming years will only continue to improve and grow. With the best still ahead of us, 2011 is shaping up to be a very promising year!

Alistair Foggo
Service Coordinator

Field Officer Report

Hello everyone,

As this year at RAPS reaches an end, there has been quite a few fun and enjoyable outings for the members to take part in; such as Palm Beach, bowling, movies, and cafés – which are very popular with everyone – just to name a few. It has also been good to have a bus which we hire for the daytrips, and go to places like Newcastle and Wollongong and check out the sights.

The organisation's main aim is to make sure everyone is happy, safe, and having a good time on the outings, which I always plan to do. I would like to thank Alistair, the Service Coordinator, (my boss) for all the hard work he has done this year to meet up to everyone's needs.

Finally I wish everyone a happy and safe Christmas 2010, and a happy New Year for 2011!

Yours sincerely,
Allan Lines

Activities

This year again saw a vast range of activities offered to our members, who, as always, continued to bring great ideas and enthusiasm to our activity planning days. The café nights and movies proved again to be ever popular, as were the weekend activities. The introduction of the hired bus to daytrips has also given the group more freedom to choose different locations to visit.

The result was over 6000 hours of social support delivered to RAPS members, which was again well above the minimum target set by Ageing, Disability, and Home Care, who provide RAPS' funding. As a result, ADHC has increased the minimum number of hours RAPS is required to deliver in following years, to better reflect the strong work RAPS is currently doing in the community.

The number of hours of service delivered is in large part thanks to the volunteers who have assisted RAPS throughout the year. This year RAPS has put a focus on attracting quality volunteers to the organisation, and the result has been 10 committed and energetic volunteers joining RAPS throughout the year and assisting with activities. RAPS currently has easily the highest number of volunteers it has had for a number of years.

The organisation has also put a high priority on strategic planning throughout the year, to ensure that RAPS is strong and viable moving into the future. A comprehensive strategic plan was developed, led by our new vision 'disability is no barrier to friendship'. The plan outlines the things RAPS will do in the following years to help make this vision a reality, and to ensure the continued strength of the

Throughout the year, RAPS has also been able to build a new logo and website – www.raps.org.au. The website in particular is a very exciting development, as it is the first time RAPS has had an online presence. It will help attract potential members and volunteers to the organisation, as well as letting existing members stay in closer touch with the organisation.

Financially, RAPS performed very strongly throughout 2010, remaining within budget and achieving a modest profit for the year. For the first time since 2007 we had at least one full time staff member, and money was able to be spent in important areas, such as strategic planning. The outlook for 2011 is just as positive,

and if it is as successful as 2010 has been, it will be another fantastic 12 months for RAPS.

RECREATION & PEER SUPPORT INC.

A.B.N 44 863 124 758

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2010

RECREATION & PEER SUPPORT INC.

30 JUNE 2010

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C M PITT & CO

Chartered Accountants

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AUDITOR'S INDEPENDENCE DECLARATION

RECREATION AND PEER SUPPORT INC.

As lead auditor for the audit of Recreation and Peer Support Inc. for the year ended 30 June 2010, I declare that to the best of my knowledge and belief, there have been:

- (i) no contraventions of the auditor independence requirements as required by the Institute of Chartered Accountants in Australia; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

This declaration is in respect of Recreation and Peer Support Inc. during the period.



Charles M Pitt
C M Pitt & Co
Units 6 & 7, 2 Philip Street
STRATHFIELD NSW 2135

Dated: 11 November 2010



Chartered Accountants

Liability limited by a scheme approved under Professional Standards Legislation

Recreation and Peer Support Inc.
ABN 44 863 124 758
Income Statement
For the year ended 30 June 2010

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	2010	2009
	\$	\$
INCOME		
Grants		
- NSW Office of Ageing, Disabilities & Home Care	133,648.00	134,328.00
- Other Grants	2,529.00	1,000.00
Total Grants	<u>136,177.00</u>	<u>135,328.00</u>
Interest received	799.22	1,527.53
Room Hire	3,500.00	3,500.00
Sundry/Activity income	-	55.00
	<u>4,299.22</u>	<u>5,082.53</u>
Total Income	<u>140,476.22</u>	<u>140,410.53</u>
EXPENDITURE		
Salaries & On Costs		
- Salaries & wages	68,873.47	44,699.86
- Fringe benefits	-	6,400.00
- Superannuation	6,198.61	4,598.79
- Superannuation prior years	-	4,300.29
- Annual leave	(1,089.82)	2,513.81
- Long service leave	3,478.24	-
- Workers compensation	1,066.21	2,219.76
	<u>78,526.71</u>	<u>64,732.51</u>
Administration		
- Accountancy & bookkeeping fees	398.86	1,130.11
- Audit fees	3,000.00	3,000.00
- Bank fees & charges	99.37	122.21
- Depreciation	1,611.00	1,169.76
- Fees and Charges	3,325.00	-
- Insurance	4,550.46	4,556.84
- Integrated account adjustment (ATO)	-	24,669.24
- Management expenses	61.17	-
- Memberships & subscriptions	523.63	-
- Office amenities & supplies	660.08	699.08
- Printing, postage & stationery	330.82	592.07
- Rent & outgoings	7,002.00	6,698.26
- Repairs & maintenance	125.00	-
- Staff exepnses	770.31	358.45
- Telephone & internet	3,624.36	3,020.87
	<u>26,082.06</u>	<u>46,016.89</u>
Program expenses		
- Consultancy fees	16,800.00	-
- Program activities	3,031.11	1,059.17
- Training expenses	637.39	73.64
- Travel & accommodation	23.95	23.64
- Volunteers expenses	-	234.77
	<u>20,492.45</u>	<u>1,391.22</u>
Activity expenses	2,221.11	-

Recreation and Peer Support Inc.
ABN 44 863 124 758
Income Statement
For the year ended 30 June 2010

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<i>- Expenses continued</i>	2010	2009
	\$	\$
Total Expenditure	<u>127,322.33</u>	<u>112,140.62</u>
OPERATING SURPLUS FROM ORDINARY ACTIVITIES	<u>13,153.89</u>	<u>28,269.91</u>
ABNORMAL ITEMS		
Trade creditors adjustment	-	6,877.10
OPERATING SURPLUS AFTER ABNORMAL ITEMS	<u><u>13,153.89</u></u>	<u><u>35,147.01</u></u>

The accompanying Notes form part of these financial statements

Recreation and Peer Support Inc.
ABN 44 863 124 758
Balance Sheet
As at 30 June 2010

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	Note	2010 \$	2009 \$
CURRENT ASSETS			
Cash assets	2	9,679.92	15,300.01
Prepayments		775.76	758.94
Security deposits		<u>1,000.00</u>	<u>1,000.00</u>
TOTAL CURRENT ASSETS		<u>11,455.68</u>	<u>17,058.95</u>
NON-CURRENT ASSETS			
Equipment at Cost		51,364.56	48,843.65
Provision for Depreciation		<u>(45,894.76)</u>	<u>(44,283.76)</u>
TOTAL NON-CURRENT ASSETS		<u>5,469.80</u>	<u>4,559.89</u>
TOTAL ASSETS		<u>16,925.48</u>	<u>21,618.84</u>
CURRENT LIABILITIES			
Payables	3	9,625.62	29,861.29
Provision for Employees' Entitlements	4	<u>1,423.99</u>	<u>2,513.81</u>
TOTAL CURRENT LIABILITIES		<u>11,049.61</u>	<u>32,375.10</u>
NON CURRENT LIABILITIES			
Provision for Employees' Entitlements	4	<u>3,478.24</u>	<u>-</u>
TOTAL CURRENT LIABILITIES		<u>3,478.24</u>	<u>-</u>
TOTAL LIABILITIES		<u>14,527.85</u>	<u>32,375.10</u>
NET ASSETS		<u>2,397.63</u>	<u>(10,756.26)</u>
EQUITY			
Accumulated Funds at the beginning of the year		(10,756.26)	(45,903.27)
Operating Surplus for the year		<u>13,153.89</u>	<u>35,147.01</u>
		<u>2,397.63</u>	<u>(10,756.26)</u>

The accompanying Notes form part of these financial statements.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2010

Note 1: STATEMENT OF ACCOUNTING POLICIES

The financial report is a special purpose financial report that has been prepared in accordance with Australian Accounting Standards, Urgent Issues Group Consensus Views and other authoritative pronouncements of the Australian Standards Board and the requirements of the Associations Incorporation Act (NSW).

The financial report covers Recreation and Peer Support Inc. as an individual entity.

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the material accounting policies adopted by the Association in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

(a) Plant and Equipment

Depreciation is calculated on the straight line basis so as to write off the net cost of each asset over its effective life.

(b) Employee Entitlements

Provision is made for the association's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries which will be settled after one year, have been measured at their nominal amount.

Contributions are made by the Association to an employee superannuation fund and are charged as expenses when incurred.

Note 2: CASH AND CASH EQUIVALENTS

	2010 \$	2009 \$
Cash at bank		
Cheque Account	7,621.52	14,600.01
	<u>7,621.52</u>	<u>14,600.01</u>
Cash on Hand	2,058.40	700.00
	<u>9,679.92</u>	<u>15,300.01</u>

Recreation and Peer Support Inc.
ABN 44 863 124 758

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
For the year ended 30 June 2010

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	2010	2009
	\$	\$
Note 3: PAYABLES		
Audit fees	3,000.00	3,000.00
GST payable	1,042.67	3,390.00
PAYG Withholding	2,082.00	1,039.00
Integrated account balance	-	17,709.36
Superannuation payable	3,500.95	1,222.93
Rent received in advance	-	3,500.00
	<u>9,625.62</u>	<u>29,861.29</u>
Note 4: PROVISIONS EMPLOYEE ENTITLEMENTS		
Annual Leave	1,423.99	2,513.81
Long Service Leave	3,478.24	-
	<u>4,902.23</u>	<u>2,513.81</u>
Note 5: ECONOMIC DEPENDENCE		

Recreation and Peer Support Inc. is dependent on the NSW office of Ageing, Disability and Home Care for the majority of its revenue used to operate the business. At the date of this report the Committee Members has no reason to believe the office will not continue to support Recreation and Peer Support Inc.

STATEMENT BY MEMBERS OF THE COMMITTEE
FOR THE YEAR ENDED 30 JUNE 2010

The committee has determined that the Association is not a reporting entity.

The committee has determined that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the accounts.

In the opinion of the committee, the financial statements as set out on page 1:

- 1 present fairly the financial position of Recreation and Peer Support Inc. as at 30 June 2010 and its results for the ended on that date.
- 2 as detailed in note 5 to the financial statements, continue the financial viability of the Association is dependent on funding from Department of Ageing, Disability & Home Care and other sources.

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



President



Treasurer

Dated :

C M PITT & CO

Chartered Accountants

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INDEPENDENT AUDIT REPORT TO THE MEMBERS OF RECREATION AND PEER SUPPORT INC.

Report on the Financial Report

We have audited the accompanying report, being a special purpose financial report of Recreation and Peer Support Inc. which comprises the balance sheet at 30 June 2010, and the income statement, a summary of significant accounting policies, other explanatory notes and the statement by members of the board.

Board's Responsibility for the Financial Report

The board is responsible for the preparation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which for part of the financial report, are consistent with the financial reporting requirements of the Association Incorporation Act NSW 1984 and are appropriate to meet the needs of the members. The board's responsibilities also include establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error, selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1 are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing 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.



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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 judgment, 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 entity's preparation and fair presentation of the financial report 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the board as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members for the purpose of fulfilling the board's financial reporting under the Associations Incorporation Act NSW. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

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

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

Audit Opinion

In our opinion, the financial report of Recreation and Peer Support Inc. presents fairly in all material respects the financial position of Recreation and Peer Support Inc. as at 30 June 2010 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.



MR CHARLES MATCHAM PITT
CHARTERED ACCOUNT (Member No. 20180)
REGISTERED COMPANY AUDITOR (Member No. 2944)
C M PITT & CO, CHARTERED ACCOUNTANTS
UNITS 6 & 7, 2 PHILIP STREET
STRATHFIELD NSW 2135

Dated: 11 November 2010