

LEEP NGO

ABN 77 597 187 569

FINANCIAL STATEMENTS

YEAR ENDED 30 JUNE 2020

DIRECTORS' DECLARATION
AUDITOR'S INDEPENDENCE DECLARATION
PROFIT & LOSS STATEMENT
BALANCE SHEET
STATEMENT OF CHANGES IN EQUITY
STATEMENT OF CASH FLOWS
NOTES TO THE FINANCIAL STATEMENTS
AUDITOR'S REPORT

SAMUEL Y WONG
ABN 35 156 307 879
Chartered Accountant
PO Box 96, Burwood, NSW, 1805
Telephone: 0404 118 086

LEEP NGO

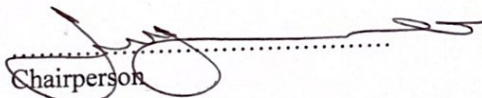
ABN 77 597 187 569

DIRECTORS' DECLARATION

In accordance with a resolution of the Directors of Leep NGO, the Directors of the Registered Entity declare that, in the Directors' opinion:

1. The accompanying financial statements and notes satisfy the requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and:
 - a) comply with Australian Accounting Standards applicable to Leep NGO; and
 - b) gives a true and fair view of the financial position of the Registered Entity as at 30 June 2020 and of its performance for the year ended on that date.
2. There are reasonable grounds to believe that the Registered Entity will be able to pay its debts as and when they become due and payable.

This declaration is signed in accordance with subsection 60.15(2) of the *Australian Charities and Not-for-profits Commission Regulation 2013*.


Chairperson

Dated this 23rd day of September 2020.

Samuel Y Wong
S Y Wong & Co
AUDIT

SAMUEL Y WONG
CHARTERED ACCOUNTANT
ABN: 35 156 307 879

ALL CORRESPONDENCE TO:
PO BOX 96
BURWOOD NSW 1805

TELEPHONE: 0404 118 086
E-MAIL: sywong@ihug.com.au



AUDITOR'S INDEPENDENCE DECLARATION

TO THE DIRECTORS OF LEEP NGO

In accordance with Subdivision 60-C of the *Australian Charities and Not-for-profits Commission Act 2012*, I am pleased to provide the following declaration of independence to the Directors of Leep NGO. As the lead auditor for the audit of the financial report of Leep NGO for the year ended 30 June 2020, I declare that, to the best of my knowledge and belief, during the year ended 30 June 2020 there have been no contravention of:

- (i) the auditor independence requirements as set out in the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit; and
- (ii) any applicable code of professional conduct in relation to the audit.

Samuel Wong JP B.Com FCA
Chartered Accountant

PO Box 96, Burwood, NSW, 1805

Dated this 23rd day of September 2020

Profit and Loss

LEEP NGO

For the year ended 30 June 2020

	2020	2019
Trading Income		
communityNet income	-	2,877.27
DoH - CHSP Recurrent Grant	496,046.80	477,244.50
Donations Received	1,125.90	1,276.00
DSS - FVS Non Recurrent Grant	276,421.73	269,668.93
Event Income	-	200.00
Fee for Service	10,162.30	12,759.28
Government Subsidies	-	2,650.00
Interest income	4,892.75	5,746.56
Membership income	172.74	427.30
Other Grants	97,858.28	65,587.55
Other Income	533.30	-
Partnerships	-	35,721.53
Sale of Resources	-	938.72
Venue Hire Income	4,750.00	12,310.00
Total Trading Income	891,963.80	887,407.64
Gross Profit	891,963.80	887,407.64
Other Income		
Other Income - Cash Flow Boost	50,000.00	-
Total Other Income	50,000.00	-
Operating Expenses		
A.G.M.	425.46	1,275.71
Annual Leave Accruals	(8,158.86)	(33.22)
Audit fees	3,000.00	3,000.00
Bad debts	-	683.18
Bank fees	232.92	197.88
Board Expenses	727.77	722.14
Bookkeeping Fees	30,894.00	11,400.00
Business Planning/Reporting	-	419.87
Cleaning	4,006.53	3,635.83
Computer - Repairs & Replacements	1,474.70	12,429.11
Consultancy [61200]	12,796.21	17,375.00
Credit Card Fees	208.00	145.20
Database [61080]	8,693.46	16,820.14
Electricity	3,165.34	3,598.48
Equipment Purchases <\$2,000	14,679.80	2,779.01
Grounds & Lawns	400.00	712.72
Hubs	1,189.45	-
Insurance	4,579.41	5,859.26
Internet	-	2,104.30

Samuel Y Wong
S Y Wong & Co
AUDIT

Profit and Loss

	2020	2019
Long Service Leave	(456.30)	(29,048.96)
Marketing & Publicity	5,269.46	5,454.47
Membership Fees	9,099.21	3,996.50
Office Supplies [60310]	826.62	197.11
PayPal Fees	60.30	-
Photocopier/printing	485.40	787.89
Postage & Courier	194.81	290.45
Recruitment	3,573.70	2,147.10
Relocation	60.00	-
Remote Team Setup	4,280.29	-
Rent	21,846.90	21,273.15
Repairs & Maintenance	1,768.32	1,509.63
Resource Development	1,267.91	3,584.52
Security	447.70	455.40
Software	1,632.69	657.20
Staff Amenities	3,164.08	3,143.37
Staff Training & Development	6,635.24	5,167.40
Stationery	263.06	1,053.34
Storage Expenses	146.36	-
Superannuation	55,355.16	55,772.45
Superannuation Accrual	1,424.29	-
Telephone	2,506.22	2,146.45
Telephone Hire	3,234.76	3,742.61
Training & Events	3,806.76	29,225.37
Travel & Accommodation	7,278.78	13,220.60
Volunteer Costs	97.58	459.15
Wages & Salaries	626,961.35	630,855.25
Wages & Salaries - Kilometres	8,671.27	-
Wages Accrual	14,992.50	-
Website Development & Support	4,736.75	6,055.86
Workers' Compensation	13,386.05	13,357.64
Total Operating Expenses	881,331.41	858,628.56
Net Profit	60,632.39	28,779.08

Samuel Y Wong
S Y Wong & Co
AUDIT

Balance Sheet

LEEP NGO

As at 30 June 2020

30 JUN 2020 30 JUN 2019

Assets

Bank

AUD PayPal	434.98	-
Bendigo Bank #8531	247,964.55	189,868.58
Term Deposit 2470	114,803.18	112,815.51
Term deposit 7372	115,352.92	113,311.68
Total Bank	478,555.63	415,995.77

Current Assets

Accounts Receivable	99.00	36,951.00
Prepaid expenses	9,949.12	13,124.76
Total Current Assets	10,048.12	50,075.76

Non-current Assets

Equipment at Cost	2,255.43	2,255.43
Equipment Provision for Depn	(2,255.43)	(2,255.43)
Furniture & Fixtures at Cost	26,696.63	26,696.63
Furniture Provision for Depn	(26,696.63)	(26,696.63)
Total Non-current Assets	-	-

Total Assets 488,603.75 466,071.53

Liabilities

Current Liabilities

Accounts Payable	1,672.44	8,845.91
Accrued Expenses	16,416.79	16,877.46
Annual Leave Accrued	34,756.27	42,915.13
Bendigo Bank CC No 1	547.45	476.39
Bendigo Bank CC No 2	1,431.16	2,467.81
DoH - CHSP - 18-19	6,690.65	7,158.67
DSS - Volunteer Grant - Computers etc	-	5,000.00
Good Things Foundation 19-20 (BC)	10,128.00	25,000.00
GST	10,782.25	10,877.91
PAYG tax payable	7,946.00	10,912.00
Superannuation payable	11,597.40	13,111.60
WHL - FFO - Farmers & Friends Online	1,331.90	-
WHL - FFO - Farmers & Friends Online 20-21	8,250.00	-
Total Current Liabilities	111,550.31	143,642.88

Non-current Liabilities

Long Service Leave Accrued	19,804.50	20,260.80
Relocation Provision	-	41,000.00
Total Non-current Liabilities	19,804.50	61,260.80

Total Liabilities 131,354.81 204,903.68

Samuel Y Wong
S Y Wong & Co
AUDIT

Balance Sheet

	30 JUN 2020	30 JUN 2019
Net Assets	357,248.94	261,167.85
Equity		
Accumulated Income	212,367.20	183,588.12
Current Year Earnings	60,632.39	28,779.08
Leep NGO Reserve Fund	84,249.35	48,800.65
Total Equity	357,248.94	261,167.85

LEEP NGO
ABN 77 597 187 569

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2020

	Reserves	Accumulated	Total
	\$	funds	attributable
	\$	\$	to the entity
	\$	\$	\$
Balance as at 1 July 2018	10,299	183,588	193,887
Profit for the year	-	28,779	28,779
Provisions no longer required, written back	38,502	-	38,502
	<hr/>	<hr/>	<hr/>
Balance as at 30 June 2019	48,801	212,367	261,168
Profit for the year	-	60,632	60,632
Relocation Provision no longer required, written back	35,449	-	35,449
	<hr/>	<hr/>	<hr/>
Balance as at 30 June 2020	<u><u>\$84,250</u></u>	<u><u>\$272,999</u></u>	<u><u>\$357,249</u></u>

LEEP NGO
ABN 77 597 187 569

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2020

	2020	2019
	\$	\$
Cash flow from Operating Activities		
Operating surplus from operating activities	\$60,632	\$28,779
Adjusted for Non-cash flows in operating surplus		
Depreciation and amortisation	-	-
	-----	-----
	-	-
	-----	-----
	\$60,632	\$28,779
	-----	-----
Changes in assets and liabilities		
(Increase)/decrease in debtors and prepaid expenses	40,028	(19,128)
Increase/(decrease) in current liabilities	(32,093)	(14,638)
Increase/(decrease) in non-current liabilities	(41,456)	(67,551)
Relocation Provision no longer required written back	35,449	38,503
	-----	-----
	1,928	(62,814)
	-----	-----
Net cash inflow/(outflow) from operating activities	\$62,560	(\$34,035)
	-----	-----
Cash flows from Investing activities		
Payment of non-current assets	-	-
Proceeds from sale of non-current assets	-	-
	-----	-----
Net cash inflow from investing activities	-	-
	-----	-----
Net (decrease)/increase in cash held for the year	\$62,560	(\$34,035)
Cash at the beginning of financial year	\$415,996	\$450,031
	-----	-----
Cash at the end of financial year	\$478,556	\$415,996
	=====	=====
Reconciliation of cash		
Bendigo Bank Cash Management Account	247,965	189,869
Bendigo Bank Term Deposit #2470	114,803	112,815
Bendigo Bank Term Deposit #7372	115,353	113,312
PayPal Australia	435	-
	-----	-----
Cash at the end of financial year	\$478,556	\$415,996
	=====	=====

Samuel Y Wong
S Y Wong & Co
AUDIT

LEEP NGO
ABN 77 597 187 569

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

Note 1: Summary of Significant Accounting Policies

The directors have prepared the financial statements on the basis that the Company is a non-reporting entity because there are no users dependent on general purpose financial statements. These financial statements are therefore special purpose financial statements that have been prepared in order to meet the requirements of the *Australian Charities and Not-for profits Commission Act 2012*. The company is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

The financial statements have been prepared in accordance with the mandatory Australian Accounting Standards applicable to entities reporting under the *Australian Charities and Not-for-profits Commission Act 2012* and the significant policies disclosed below, which the Directors have determined are appropriate to meet the needs of members. Such accounting policies are consistent with those of previous periods unless stated otherwise.

The financial statements, except for the cash flow information, have been prepared on an accrual basis and are based on historical costs unless otherwise stated in the notes

Accounting Policies

(a) **Revenue Recognition**

The accrual basis of accounting is applied to fees income, subsidies and grants income. Any other income is accounted for on a cash basis and is brought to account when the income is received.

(b) **Income Tax**

As the Company is a not-for-profits charitable organisation, it is exempt from income tax in terms of the *Income Tax Assessment Act, 1997, as amended*.

(c) **Building Improvements, Property, Plant and Equipment**

Building improvements, property, plant and equipment are measured on the cost basis less depreciation and any impairment losses.

(d) **Depreciation**

The depreciable amount of all fixed assets including buildings but excluding freehold land, is depreciated on a straight-line basis over the asset's useful life to the company commencing from the time the asset is held ready for use.

It is the directors' policy to write off items of fixed assets costing less than \$2,000 in the year of acquisition.

(e) **Employee Benefits**

Provision is made for the Company's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits expected to be settled within one year together with entitlements arising from wages and salaries, annual leave and long service leave which will be settled after one year, have been measured at the amounts expected to be paid when the liability is settled.

Long service leave is accrued in respect of all employees with more than 5 years of service with the Company.

Contributions are made by the Company to employee superannuation funds and are charged as expenses when incurred.

LEEP NGO
ABN 77 597 187 569

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

(f) **Capital Grants**

Grants in respect of specific capital expenditure received during the year have been shown as income. Capital expenditure thereon are written off against the grant income and is not carried forward in the balance sheet as a non-current asset.

(g) **Goods and Services Tax (GST)**

Revenue, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation 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 expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

Note 2: Events after the reporting period

With the Covid-19 pandemic that has arisen since March 2020, it has affected or may significantly affect the the Company's operations, the results of those operations, or the Company's state of affairs in future financial years

Note 3: Liability of members - Paragraph 7 of the Company's Constitution states:

Each member undertakes to contribute an amount not exceeding \$20 to the property of the Company if the Company is wound up at a time when that person is a Member, or within one year of the time that person ceased to be a Member, for:

- (a) payment of the Company's debts and liabilities contracted before that person ceased to be a Member;
- (b) payment of the costs, charges and expenses of winding up of the Company; and
- (c) adjustment of the rights of the contributors among themselves.

SAMUEL Y WONG

CHARTERED ACCOUNTANT

ABN: 35 156 307 879

ALL CORRESPONDENCE TO:

PO BOX 96

BURWOOD NSW 1805

TELEPHONE: 0404 118 086

E-MAIL: sywong@ihug.com.au



CHARTERED ACCOUNTANTS
AUSTRALIA + NEW ZEALAND

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF LEEP NGO (ABN 77 597 187 569)

Opinion

I have audited the financial report of Leep NGO (the registered entity), which comprises the Balance Sheet as at 30 June 2020, the Statement of Profit and Loss, Statement of Changes in Equity and Statement of Cash Flows for the year then ended and Notes to the Financial Statements and the Directors' Declaration.

In my opinion, the accompanying financial report of Leep NGO is in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* (ACNC Act), including:

- a. giving a true and fair view of the registered entity'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 and Division 60 of the *Australian Charities and Not-for profits Commission Regulation 2013*

Basis of Opinion

My audit has been conducted in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of the registered entity in accordance with the ACNC Act, 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 my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter – Basis of Accounting

I 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 registered entity's financial reporting responsibilities under the ACNC Act. As a result, the financial report may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Responsibilities of the Directors for the Financial Report

The Directors of the registered entity are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the ACNC Act and for such internal control as the directors determine is necessary to enable the preparation of the 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 registered entity'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 registered entity or to cease operations, or have no realistic alternative but to do so.

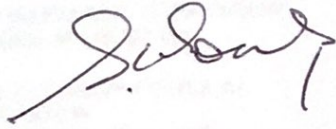
Auditor's Responsibilities for the Audit of the Financial Report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or errors, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

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

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal controls relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the registered entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Directors.
- Conclude on the appropriateness of Directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the registered entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the registered entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

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



Samuel Wong JP B.Com FCA
Chartered Accountant

PO Box 96, Burwood, NSW, 1805

Dated this 23rd day of September 2020

AUDITOR'S INDEPENDENCE DECLARATION

TO THE DIRECTORS OF LEEP NGO

In accordance with Subdivision 60-C of the Australian Charities and Not-for-profits Commission Act 1999, I am pleased to provide the following declaration of independence to the Directors of LEEP NGO. As the Auditor-General for the year ended 30 June 2020, I am pleased to provide the following declaration of independence to the Directors of LEEP NGO.

- (a) I am not a Director of LEEP NGO.
- (b) I am not a person who is related to a Director of LEEP NGO.



Samuel Wong JP B.Com FCA
Chartered Accountant

PO Box 96, Burwood, NSW, 1805

Dated this 23rd day of September 2020