



Australian Meals on Wheels Association Incorporated

Twenty Sixth Annual Report and Financial Statements 2015-2016

**Presented at the Annual General Meeting of the Association
held on Tuesday 30 August 2016
in the NSW MOW Boardroom, 80 Cooper Street, Surry Hills**

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AUSTRALIAN MEALS ON WHEELS ASSOCIATION INCORPORATED

PURPOSE AND STRATEGIES

1. **Represent** State and Territory Associations by providing national leadership through one clear coherent voice on issues of mutual importance that, in order they be properly addressed, require influence, advocacy and partnering at a Federal Government level in relation to national policy and funding for the benefit of our shared key stakeholders of clients, volunteers and staff and the local communities in which they are placed. This representation is pro-active and strategic in nature and recognises the strong alignment of Government Policy with the intrinsic purpose of Meals on Wheels.
2. Provide a **single point of contact** or conduit for the Federal Government or other third parties or Peak bodies that require one reference or entry point into the Meals on Wheels environment nationally:
 - collate information and statistics that provide a national overview of Meals on Wheels and the scope and nature of its activities; and
 - participate in relevant Peak Body and Advisory Groups where AMOWA has relevant input and expertise to contribute.
3. Act as a national body to **share information and ideas** and seek out best practices from the 740 services that the State and Territory Associations represent and promulgate such information through the State and Territory Associations and through the 'Connecting' newsletter, the biennial national conference, AMOWA website and whatever other appropriate means is available.
4. Identify and **develop policy** on issues that are more effectively addressed through the National Association and which cannot be adequately addressed at a local, regional, State or Territory level:
 - initiate research into client nutrition and workforce development for volunteers and staff to help inform public policy and develop partnerships with Government and Non government bodies to help fund such research projects.
5. **Promote and raise awareness** about the value and cost effectiveness of Meals on Wheels and its purpose in helping frail aged clients, those with a disability, carers and others who may need the service to maintain their independence and encourage volunteers and staff to engage with Meals on Wheels and its purpose in their local community and in so doing build social capital and local communities. Use National Meals on Wheels day as a focal point to promote and raise awareness about the Service and its benefits to the Australian community:
 - develop strategic alliances with Corporate Partners and Sponsors for mutual benefit and support; and
 - develop strategic alliances with other non government non profit organisations for mutual benefit and support.

AUSTRALIAN MEALS ON WHEELS ASSOCIATION INCORPORATED

BOARD OF GOVERNORS 2016-2017

President:	Nelson Mathews	
Vice President:	Sean Burk	Tasmania
Treasurer:	Anthony Charlesworth (1 Jul- Sean Burk (Queensland Tasmania
Secretariat:	Sharyn Broer	South Australia
Members:	William Coomans	South Australia
	Les MacDonald	New South Wales
	Christopher Watt	New South Wales
	Maree Lyster-Sturman (1 Jul-	Victoria
	Margo Holness	Victoria
	Alison Meighan	Western Australia
	Patricia Mitchell	Western Australia
	Barbara Hill	Tasmania
	Grant Watt (1 Jul-	Australian Capital Territory
	Samson Wong AM	Australian Capital Territory
	David Bannister	Queensland

PATRON

Governor-General of the Commonwealth of Australia: Sir Peter Cosgrove, AK MC (Retd)

AUSTRALIAN MEALS ON WHEELS ASSOCIATION INCORPORATED

President's Report

Introduction

This report highlights the work and achievements of the financial year 2015 – 2016. It has been a significant year for AMOWA in terms of navigating our way through the most significant change in the sector in over 30 years; the introduction of My Aged Care and the Commonwealth Home Support Program. In this process we have repositioned the association as a significant political force, refined our key marketing messages, and received an Australian Government grant of \$150,000 to produce the first national meal guidelines

Board Changes

Leon Holmes (former SA President) and Ron Welsh (NSW President) retired from the board in early 2016. We were joined by Bill Coomans (SA President) and Chris Watt (Manager Tweed Community Support MOW).

My Aged Care and the Commonwealth Home Support Program

AMOWA continued to be actively engaged with the Commonwealth Government's Department of Social Services around the introduction of the CHSP (Commonwealth Home Support Program). We provided feedback via various face to face meetings and phone conferences, and by nominating a Meals on Wheels representative to attend CHSP Advisory Group meetings and various sub-committees. We also had key government representatives attend the national conference in September.

In Adelaide prior to the conference, board members met to systematically collate issues in relation to MAC and CHSP, encompassing the experiences of services / customers over the previous three months. As predicted there were lots of problems, almost all we had forecast in the lead up to the change. Some issues were more prevalent or noticeable in some jurisdictions than others. All these issues were passed onto DSS and also included in the November 2015 issue of Connecting. Discussions with the department are continuing.

What has become clearer is that MOW does not fit particularly well in the CHSP with too many road blocks for customers and more impact than ever on services in terms of management and administration resources. Further board deliberation is now required regarding how we address this issue strategically in the short and long term.

National Conference

The national conference in Adelaide was a great success financially and in terms of delegate satisfaction. The program was informative and a credit to Sharyn Broer and her team from South Australia. Gill Hicks' MBE motivational speech was a particular highlight. Dr Kali Thomas from Brown University, Rhode Island, was our keynote speaker. Her research conducted for Meals on Wheels America, provided us with some of the most compelling and irrefutable evidence so far about the financial and social benefits of Meals on Wheels.

National Meal Guidelines

AMOWA won a \$150,000 grant from the Australian Government to produce the first ever national meal guidelines in October. After an invited tender process, the project was awarded to Wollongong University. The first stage involved a series of workshops. Over two hundred participants including clients, volunteers, cooks, coordinators and industry experts shared their ideas and experience in Perth, Brisbane, Launceston, Adelaide, Melbourne and Sydney. A second AMOWA steering group meeting took place in early May, with a first draft of the Guidelines due in mid-June, but delayed until July. Due to release on 30th August.

New National Website

We honed the key messages contained in the material used for the last Friends of Meals on Wheels meeting. The primary message - we are 3 services in 1 - formed the basis on the new website design. I worked with a web designer and made the drafts available for board feedback. The site went live early 2016 and feedback has been very positive.

Meals on Wheels – State by State Mapping

We successfully mapped each State's management and organisation structures. This was for both internal and external purposes. The document produced can now be kept up to date. A version was made available on the website for media / students and other interested parties.

Meal Cost / Subsidies per State

A sector survey was compiled in an effort to determine the cost of providing a meal. These rough costings took into consideration individual services management and administration costs and the percentage of these covered by the government subsidy and customer fees. A special CEO / State Mangers meeting was held in Sydney in May to discuss and to deliberate on strategies leading up to the end of the current funding agreements in 2018.

AMOWA Governance and Sustainability

It was agreed at the last board meeting in June to form a working group to look at sustainability and governance issues in relation to AMOWA and the board. This group is due to meet in early August with a view to presenting a paper to the board at our Sydney meeting in late August. This will include discussion points, a summary of the proposed scope of the project, and a draft resolution.

Research

AMOWA undertook a narrative based research project a few years ago. It was designed to better understand the volunteering experience. People were asked to respond to the question, "Thinking about your day to day life, what major experience have you had that would cause you to consider volunteering?". Respondents in each State were then asked a series of questions about their experience. We collated the results which are now available on the national website. The Oppenheimer / Warburton report Meals on Wheels: Building Towards a New Social Experiment For Our Times was also made available for the first time on the website.

Friends of Meals on Wheels

Due to federal election and various other logistical issues, we did not organise a Friends of Meals on Wheels in Canberra in this financial year. This will likely now occur later in the year.

Trademarking

This process continued. Sparke Helmore Lawyers have been undertaking this largely pro-bono. It is expected that it will be finalised by September.

Sponsorship

There have been no developments with AMOWA sponsorship in 2015-16. Individual States have various agreements with companies and suppliers, but there is no national arrangement currently in place. This is unlikely to change in the short term, as the board does not have the resources to pursue sponsorship in any systematic ongoing way. It's an issue that will need to be addressed during our upcoming governance discussions.

Nelson Mathews President

Australian Meals on Wheels Association Inc

Financial Statements

For the Year Ended 30 June 2016

Australian Meals on Wheels Association Inc

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Australian Meals on Wheels Association Inc

Statement of Profit or Loss

For the Year Ended 30 June 2016

	Note	2016 \$	2015 \$
Income			
Memberships		25,277	22,778
Government Grants		200,000	-
Interest received		1,265	3,174
Other trading revenue		-	(512)
Total Revenue		226,542	25,440
Expenditure			
Accounting fees		1,650	1,575
Depreciation and amortisation expense		273	205
Bank charges		273	142
Other expenses		149,328	36,879
Total Expenses		151,524	38,801
Total Comprehensive Income for the year		75,018	(13,361)

The accompanying notes form part of these financial statements.

Australian Meals on Wheels Association Inc

Assets and liabilities statement

30 June 2016

	Note	2016 \$	2015 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	2	198,801	107,755
Trade and other receivables	3	5,105	1,552
Prepayments		7,654	43,042
TOTAL CURRENT ASSETS		211,560	152,349
NON-CURRENT ASSETS			
Plant and equipment		431	704
Intangible assets	5	7,782	7,327
TOTAL NON-CURRENT ASSETS		8,213	8,031
TOTAL ASSETS		219,773	160,380
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables		16,410	32,035
TOTAL CURRENT LIABILITIES		16,410	32,035
NON-CURRENT LIABILITIES			
TOTAL LIABILITIES		16,410	32,035
NET ASSETS		203,363	128,345
MEMBERS' FUNDS			
Retained profits		203,363	128,345
TOTAL MEMBERS' EQUITY		203,363	128,345

The accompanying notes form part of these financial statements.

Australian Meals on Wheels Association Inc

Statement of Changes in Equity

For the Year Ended 30 June 2016

2016

	Note	Retained Earnings \$	Total \$
Balance at 1 July 2015		128,345	128,345
Profit for the year		75,018	75,018
Balance at 30 June 2016		203,363	203,363

2015

	Note	Retained Earnings \$	Total \$
Balance at 1 July 2014		141,706	141,706
Loss for the year		(13,361)	(13,361)
Balance at 30 June 2015		128,345	128,345

The accompanying notes form part of these financial statements.

Australian Meals on Wheels Association Inc

Statement of Cash Flows

For the Year Ended 30 June 2016

	Note	2016 \$	2015 \$
CASH FLOWS FROM OPERATING ACTIVITIES:			
Receipts from customers		208,990	25,345
Payments to suppliers and employees		(118,754)	(54,064)
Interest received		1,265	3,174
Net cash provided by (used in) operating activities	7	91,501	(25,545)
CASH FLOWS FROM INVESTING ACTIVITIES:			
Payment for intangible asset		(455)	(2,843)
Purchase of property, plant and equipment		-	(909)
Net cash used by investing activities		(455)	(3,752)
CASH FLOWS FROM FINANCING ACTIVITIES:			
Net increase (decrease) in cash and cash equivalents held		91,046	(29,297)
Cash and cash equivalents at beginning of year		107,755	137,052
Cash and cash equivalents at end of financial year	2	198,801	107,755

The accompanying notes form part of these financial statements.

Australian Meals on Wheels Association Inc

Notes to the Financial Statements

For the Year Ended 30 June 2016

Comparatives are consistent with prior years, unless otherwise stated.

1 Summary of Significant Accounting Policies

(a) Basis of Preparation

This financial report is a special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Australian Charities and Not-for-profits Commission Act 2012. The committee has determined that the not-for-profit Association is not a reporting entity.

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

(b) Income Tax

The Association is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997.

(c) Revenue and other income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the entity and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates.

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

Donations

Donations and bequests are recognised as revenue when received.

Interest revenue

Interest is recognised using the effective interest method.

Subscriptions

Revenue from the provision of membership subscriptions is recognised on a straight line basis over the financial year.

(d) 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 expense. Receivables and payables in the statement of assets and liabilities are shown inclusive of GST.

Notes to the Financial Statements

For the Year Ended 30 June 2016

1 Summary of Significant Accounting Policies continued

(e) Property, plant and equipment

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

Items of property, plant and equipment acquired for nil or nominal consideration have been recorded at the acquisition date fair value.

Depreciation

Property, plant and equipment, excluding freehold land, is depreciated on a straight-line basis over the assets useful life to the Association, commencing when the asset is ready for use.

(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.

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

2 Cash and cash equivalents

	2016	2015
	\$	\$
Cash at bank and in hand	98,094	57,755
Short-term bank deposits	100,707	50,000
	198,801	107,755

Reconciliation of cash

Cash and Cash equivalents reported in the statement of cash flows are reconciled to the equivalent items in the statement of assets and liabilities as follows:

	2016	2015
	\$	\$
Cash and cash equivalents	198,801	107,755
Balance as per statement of cash flows	198,801	107,755

3 Trade and other receivables

	2016	2015
	\$	\$
CURRENT		
Trade receivables	5,105	-
GST receivable	-	1,552
Total current trade and other receivables	5,105	1,552

Australian Meals on Wheels Association Inc

Notes to the Financial Statements For the Year Ended 30 June 2016

4 Property, plant and equipment

PLANT AND EQUIPMENT

	2016	2015
	\$	\$
Computer equipment		
At cost	2,131	2,131
Accumulated depreciation	(1,700)	(1,427)
Total computer equipment	431	704
Total property, plant and equipment	431	704

5 Intangible Assets

Patents, trademarks and other rights

Cost	9,220	8,765
Accumulated amortisation and impairment	(1,438)	(1,438)
Net carrying value	7,782	7,327
Total Intangibles	7,782	7,327

6 Contingencies

In the opinion of the Committee of Management, the Association did not have any contingencies at 30 June 2016 (30 June 2015:None).

7 Cash Flow Information

(a) Reconciliation of cash

	2016	2015
	\$	\$
Cash at the end of the financial year as shown in the is reconciled to items in the statement of assets and liabilities as follows:		
Cash and cash equivalents	198,801	107,755
Total Cash and Cash Equivalents	198,801	107,755

Notes to the Financial Statements

For the Year Ended 30 June 2016

7 Cash Flow Information continued

7 Cash Flow Information continued

(b) Reconciliation of result for the year to cashflows from operating activities

Reconciliation of net income to net cash provided by operating activities:

	2016	2015
	\$	\$
Profit for the year	75,018	(13,361)
Cash flows excluded from profit attributable to operating activities		
Non-cash flows in profit:		
- depreciation	273	205
Changes in assets and liabilities, net of the effects of purchase and disposal of subsidiaries:		
- (increase)/decrease in trade and other receivables	(16,287)	3,079
- (increase)/decrease in prepayments	35,388	(43,042)
- increase/(decrease) in trade and other payables	(2,891)	27,574
Cashflow from operations	<u>91,501</u>	<u>(25,545)</u>

8 Events Occurring After the Reporting Date

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

9 Association Details

The registered office of the association is:
 Australian Meals on Wheels Association Inc
 70 Greenhill Road
 Wayville
 SA 5034

Australian Meals on Wheels Association Inc

Statement by Members of the Board

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 1-8:

1. Presents fairly the financial position of Australian Meals on Wheels Association Inc as at 30 June 2016 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Australian Meals on Wheels Association Inc 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:

President..... NELSON MATTHEWS

 25/8/16

Treasurer.....

 25/8/16
Tony CHARLESWORTH

Dated

25.8.16.

INDEPENDENT AUDITOR'S REPORT

To the members of Australian Meals on Wheels Association Inc.

Report on the Financial Report

We have audited the accompanying financial report being a special purpose, of Australian Meals on Wheels Association Inc., which comprises the statement of financial position as at 30 June 2016, the statement of 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 directors' declaration.

Committee Members' Responsibility for the Financial Report

The committee members of Australian Meals on Wheels Association Inc. are responsible for the preparation of the financial report and have determined that the basis of preparation described in Note 1, is appropriate to meet the requirements of the Associations Incorporations Act (QLD) 1981 (as amended by the Associations Incorporation and Other Legislation Amendment Act (QLD) 2007 and is appropriate to meet the needs of the members. The committee members' responsibility also includes such internal control as the officers determine is necessary to enable the preparation and fair presentation of a financial report that 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 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 about 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 company's 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 company's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the directors, as well as evaluating the overall presentation of the financial report.

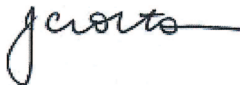
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial report presents fairly, in all material aspects, the financial position of Australian Meals on Wheels Association Inc. as at 30 June 2016, and its financial performance for the year ended then in accordance with Australian Accounting Standards and Associations Incorporations Act (QLD) 1981 (as amended by the Associations Incorporation and other Legislation Amendment Act (QLD) 2007.

Basis of Accounting and Restriction on Distribution

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 to assist Australian Meals on Wheels Association Inc. meet the requirements of the Association Incorporation Act (QLD) 1981. As a result, the financial report may not be suitable for another purpose.



.....
Jason Croston
SRJ Walker Wayland
Director

Date: 25 August 2016

Address: Unit 3, 27 South Pine Road, BRENDALE QLD 4500