

VOLUNTEERING *and* CONTACT ACT

ANNUAL

2014
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2015

REPORT

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VOLUNTEERING & CONTACT ACT

Volunteering and Contact ACT is the result of the merger during 2014-15 of Volunteering ACT and CONTACT Canberra Community Information (formerly the Citizens Advice Bureau ACT.)

Volunteering and Contact ACT is incorporated under the Corporations ACT 2001 as a Not for Profit Company Limited by Guarantee and is managed under a new Constitution by a 12-person voluntary Board of Directors.

We are a Public Benevolent Institution for the purposes of the Income Tax Assessment Act 1997 and have endorsement to receive tax deductible donations.

Founded by forward-thinking volunteers who responded to community need, we have a combined total of over 60 years experience of service delivery in the Canberra Region.

Our Vision

A community enriched by volunteering and empowered by reliable information.

Our Mission

We promote, advocate and provide access to information, volunteering and referral services.

Our Objectives

- To provide access to reliable information and be a key enabler of volunteering services.
- To be an active link between people, government and non-government organisations.
- To foster community networks and undertake research, advocacy, projects, public education and events.

Volunteering and Contact ACT is both the peak body for volunteering and the volunteer support service for the ACT, and the key source for the Canberra community to access accurate information on, and

VOLUNTEERING AND CONTACT ACT IS PROUDLY
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BOARD OF DIRECTORS REPORT

I am delighted to present my first report as Chair of the Board of Directors after a momentous 2014-15, during which Volunteering ACT and the Citizens Advice Bureau ACT (trading as CONTACT Canberra) merged to form one organisation, Volunteering and Contact ACT (VCA).

Our journey towards merger commenced during the previous financial year culminating in a highly successful joint meeting of the boards in August 2014.

This meeting resulted in a Statement of Intent documenting the two groups' unanimous decision to recommend the merger to their respective Members with an agreed purpose and on agreed terms and conditions.

Subsequently at Annual General Meetings held simultaneously on 28 October 2014, the respective Members of CONTACT Canberra and Volunteering ACT adopted Special Resolutions enabling the merger to proceed and for the merged organisation to apply for incorporation as a Not for Profit Company Limited by Guarantee.

In November 2014 I took on the role of Chair of a New Board comprised of five representatives from each organisation plus two co-opted Directors. The first meeting of what became known as the Combined Board was held in December 2014 and thereafter on a monthly basis for the rest of the financial year.

During this period both CONTACT Canberra's Management Council and Volunteering ACT's Board of Governance continued to undertake various corporate governance tasks, pending the merged organisation's formal registration as a Company by the Australian Securities and Investments Commission on 1 June 2015 and commencement of the winding up of CONTACT Canberra.

We were delighted that the Patron of Volunteering ACT, Major General The Honourable Michael Jeffery, AC, AO(Mil), CVO, MC (Retd), agreed to continue as Patron of VCA, an honour announced at a major event, the ACT Volunteer of the Year Awards, on 14 May 2015.

I express my sincere appreciation for the contribution during the past year to the Citizens Advice Bureau ACT Management Council: Montserrat Alvarez Klee, George Brenan, Pat Brown, Angus Clelland, Lyn Diskon, Lynne Grayson, Sajid Hassan and Sarah Peascod.

Thank you also to the Directors of the Combined Board: Jane Hayden (Deputy Chair), Cameron Lynch (Treasurer), George Brenan (Secretary), Jack Dan (from April 2015), Lynne Grayson, Sajid Hassan, John Lewis, Brendan Lynch, Rhys Morrison (to February 2015) Wendy Prowse and Vik Sundar (from June 2015).

Throughout the year meetings of the Board were preceded by meetings of the Finance and Audit Committee, comprised of Board Directors Cameron Lynch, John Lewis and myself ex officio. We were most grateful that former Director, Avi Rebera, continued his valuable contribution on this Committee as an independent advisor.

In fulfilment of one of the terms of the Statement of Intent of 21 August 2014, the Combined Board established a second Board Committee during the year to oversight the merged organisation's Systems and Technology future. This Committee is comprised of Sajid Hassan as Chair and myself ex officio and we are most fortunate to have two highly experienced independent advisors to this Committee in Pat Cotterill and Paul Smith.

The Board acknowledges with thanks, receipt of professional advice provided by our auditors for the financial year, Hardwickes Chartered Accountants, legal advice from Meyer Vandenberg and Associates, legal and employment advice from Chamberlains Law Firm, industrial relations advice

from the Canberra Business Chamber, commercial advice from RSM Bird Cameron and marketing advice from retired Board member, Rhys Morrison.

The Board acknowledges financial support through Service Agreements of the Department of Social Services and of the ACT Directorates responsible for Community Services, Health and Justice and Community Safety. We acknowledge the grant from the Chief Minister's Directorate to enable development of the Skilled Volunteer Profile, a new volunteer recruitment tool. We also gratefully acknowledge the support of the ACT Government through the provision of two packages of assistance through their Governance and Financial Management Reform initiative, resulting in very helpful independent reports on our operations from RSM Bird Cameron and Third Horizon.

We are also very grateful to our sponsors for their generosity throughout the year, including the Canberra Labor Club Group, Beyond Bank Australia and The Snow Foundation.

The Board expresses thanks to Audrey Yardley for continuing in the role of the organisation's Public Officer for the year.

The Way Ahead

In mid-May 2015 the Board held its first strategic directions workshop as a combined entity, facilitated by RSM Bird Cameron as skilled volunteers and attended by senior managers. By the end of the financial year we were finalising a long term strategy statement and detailed plan of action.

Our initial focus is to harness our combined resources to swiftly articulate and implement strategies which capitalise on the opportunities for service improvements presented by the merger.

The initial timeframe for this activity is influenced by the stated intentions of Governments, both Federal and ACT, to undertake strategic reviews of community services and programs over the next two years. The context for these reviews is the promotion of contestable, person-centred, operational models of service delivery, such as those relating to the National Disability Insurance Scheme, and an overall emphasis on outcomes which meet demonstrated needs in contemporary ways.

The Board extends its thanks to Liz Howarth, former Chief Executive Officer of CONTACT Canberra, to the merged entity's Interim Chief Executive Officer, Maureen Cane, and to our excellent staff team – both paid employees and volunteers – for their hard work and dedication over the past year. The Board looks forward to working with you in the coming year to enhance access to reliable and accurate community information through CONTACT Canberra and to support and promote volunteering for the benefit of our Canberra community.

MAT FRANKLIN
CHAIR

Board of Governance of Volunteering ACT

In my role as President of the Board of Governance of Volunteering ACT I am pleased to acknowledge with thanks the 2014-15 Board : Dianne Carlos (Vice President), Cameron Lynch (Treasurer), Wendy Prowse (Secretary), Rhys Morrison, John Lewis, Avi Rebera, Rob Regent, Brendan Lynch and Jason Cummings (July-October 2014).

All were unstinting in their contribution towards and support for the merger process and it is excellent that the merged entity will benefit from the expertise and energy of so many of them going forward.

I also express my sincere appreciation for the work of Mat Franklin, both as President of the Citizens Advice Bureau ACT Management Council and in his new role as Chair of the Board of Directors of VCA. I was delighted to accept the role of Deputy Chair to the VCA Board and to continue as ACT representative on the Board of Volunteering Australia.

I too thank and congratulate Maureen Cane, Chief Executive Officer of Volunteering ACT and Interim Chief Executive Officer of the merged entity, and all our staff, for a year of progress and achievement. I welcome the opportunity to work with you and the VCA Board on implementing our strategic priorities in the coming year.

JANE HAYDEN
PRESIDENT



CHIEF EXECUTIVE OFFICER'S REPORT

2014-15 was an historic year for change and opportunity for CONTACT Canberra and Volunteering ACT, as our organisations united to become one entity.

Following the joint Boards meeting in August 2014 and Members' decisions in October 2014, noted in the Board of Directors' report, the rest of the year was punctuated by major corporate governance markers as the merger process progressed.

- On 2 February 2015, we registered a Change of Association Name to Volunteering and Contact ACT with the ACT Office of Regulatory Services ; on the same day CONTACT Canberra employees joined the Volunteering ACT payroll and we took out relevant insurances; from herein the two organisations' finances became progressively merged; and I took up appointment as Chief Executive Officer on an interim basis.
- On 16 February, we applied to the ACT Office of Regulatory Services for Transfer of Incorporation from being an Association to being a Not for Profit Company Limited by Guarantee; our application was approved on 8 April; we therefore submitted the appropriate application to the Australian Securities and Investments Commission on 7 May, with our application being finally approved on 1 June 2015.
- CONTACT Canberra employees were invited to vote on whether to transfer from their current employment Agreement to the Volunteering ACT Enterprise Agreement; following the necessary consultations and processes, the Fair Work Commission approved the appropriate transfer mechanism on 22 May, with effect from 29 May.

The coming together of both groups of staff from early February was underpinned by a Code of Conduct covering all employees and volunteers and by a Corporate Governance Charter, both documents being approved by the Combined Board at its February meeting. At the same meeting the Board endorsed proposals for a new staffing structure for the merged entity, which was implemented on 18 March.

A major feature of this staffing structure was the devotion of senior staff resources to specifically progressing key time-critical strategic projects:

- Development and launch of Contact Online, an online database and portal enabling people to search for information on services, organisations and events in the Canberra Region;
- Implementation of Project Unite, a cross-organisation ICT system for the organisation utilising Office 365;
- Establishment of a new 'parent' website for Volunteering and Contact ACT;
- Project management of the National Volunteering Conference to be staged in Canberra in April 2016.

By the end of the financial year all of these projects had been significantly progressed, with special thanks due to Rikki Blacka for inspiring leadership in her role as Director, Strategy and Business Development. Sincere thanks also to skilled volunteers, Will Scott (Contact On-line), Pat Cotterill (Project Unite) and Liz Swain (National Volunteering Conference) for so generously giving of their knowledge, expertise and time to these critical projects. Thanks also to Board Directors and independent advisers on our Finance and Audit and Systems and Technology Committees and to those participating in governance, content and marketing committees specially set up for the National Volunteering Conference. Truly, your contribution is beyond price.

Another major feature of the new staffing structure was the establishment of two management positions with responsibility for delivery of the merged organisation's fundamental functions, those programs and services delivering Community Information and Volunteering and Inclusive Services. As the Managers' detailed accounts in this report demonstrate, against the backdrop of the merger, 2014-15 saw overall growth in service offerings, a range of new initiatives and successful management of, or participation in, key public events.

I express my thanks to Linda Monaghan and Sarah Wilson, the inaugural Managers, and to all our staff, past and present, paid and unpaid, for their dedication and hard work during the year.

I look forward to working with you all, and with our Board of Directors, to realise the benefits of the merger between CONTACT Canberra and Volunteering ACT for the good of our community.

MAUREEN CANE
INTERIM CHIEF EXECUTIVE OFFICER



VOLUNTEERING SERVICES

The past year has been a time of exciting change for Volunteering Services. We have introduced a number of innovative upgrades to our service offerings and our membership base continues to expand. During the course of the year we:

- Assisted 8408 people towards becoming volunteers (an increase of 4% from last year)
- Referred 5216 volunteers to our member organisations (a decrease of 2% from last year)
- Provided 2737 instances of support to community organisations (an increase of 28% from last year)
- Provided training to 182 volunteers (an increase of 5% from last year)
- Provided training to 327 volunteer managers (an increase of 4% from last year)
- Hosted 35 events (including training) to enhance and celebrate volunteering (an increase of 16% from last year)
- Heightened our social media reach with 1075 Facebook likes, 1270 Twitter followers, and 257 Instagram followers
- Raised the profile of volunteering by highlighting volunteering in the media 20 times (9 print articles and 11 radio interviews)
- Welcomed 56 new members (an increase of 21% from last year)
- Our membership base currently stands at 223 (an increase of 9% from last year)

New Initiatives

During 2014-15 we:

Rolled out logins to our VIKTOR database to member organisations to give them greater control over the volunteering positions they advertise and the referrals they receive. This resulted in an 72% increase in number of positions managed from last year.

Introduced the Skilled Volunteer Profile, an innovative new recruitment tool that allows individuals to profile their skills and experience, and allows organisations to pitch volunteering roles directly to these skilled individuals.

Undertook a National Innovation and Collaboration Project to align volunteering with the national curriculum to foster a culture of giving in school aged children.

Developed an Emergency Volunteering Guide to assist volunteer managers with coordinating and managing volunteers in the event of an emergency.

25 Days of Volunteering Campaign

To celebrate Volunteering ACT's 25th anniversary we hosted a 25 days of Volunteering Campaign to raise the profile of volunteering in the Canberra Region. As part of the Campaign 25 eminent Canberra's each volunteered for a day at one of 25 volunteer involving organisations throughout Canberra. Local and federal politicians, media and sports personalities each donated their time to volunteer and document these experiences on social media. The total social media reach of the campaign was over 400,000 people, and had the potential to reach every Canberran 1.08 times.

The 25 Days of Volunteering Campaign was successful in raising the profile of volunteering and demonstrated the changing nature of volunteering in our region. The Campaign exemplified the diversity of volunteering roles in our community, highlighting that there is a potential role for everyone.

2015 ACT Volunteer of the Year Awards

The 2015 ACT Volunteer of the Year Awards is our premier event to recognise and thank Canberra's volunteers. This year we received a record 83 Awards nominations, an increase of over 25% from the previous year. 350 people attended the presentation of Awards event at the AIS Arena, where eight individual volunteers and six volunteer teams were recognised for their outstanding voluntary contribution.

The 2015 ACT Volunteer of the Year was Sophie Hope.

The 2015 ACT Volunteer Team of the Year was the Technical Aid to the Disabled Skilled Volunteer Team.

The Awards were once again proudly sponsored by our Community Partner, Beyond Bank Australia, and we thank them for their generous support.

The Skilled Volunteer Profile

In 2014 we received funding from the Chief Minister and Treasury Directorate to develop an interactive, online portal to enable skilled volunteering. We worked closely with our colleagues from Volunteering WA to enhance the current national IT infrastructure, VIKTOR online, which supports volunteer referrals.

The upgrade to this system is our new Skilled Volunteer Profile, the first automated volunteer matching service of its kind (we think) in the world! The Skilled Volunteer Profile enables the implementation of practical, targeted skilled volunteering by enabling individuals to profile their skills and experience, and allowing volunteer-involving organisation to pitch skilled volunteering positions to these individuals.

This new functionality revolutionises the way that volunteers and organisations are able to connect. It also reflects the changing nature of volunteering that sees individuals looking for meaningful roles where they are able to contribute their skills and experience, and provides organisations with a pathway to engage skilled professionals in high-level, strategic roles or roles that require a specific skillset.

NATIONAL INITIATIVES

National Review of the Definition of Volunteering

During the year Volunteering Australia led a national review of the definition of volunteering. The existing definition had been constructed some twenty years ago and no longer accurately reflected the diversity of volunteering service and activity across Australia. The consultation process for the review involved the welcoming of written submissions and contributions to workshops and forums. Three Volunteering ACT staff contributed to this process through participation on the review's steering committee. By the end of the financial year Volunteering Australia was foreshadowing release of the new definition early in 2015-16.

National Standards for Volunteer Involvement

Volunteering Australia launched new National Standards for Volunteer Involvement during National Volunteer Week in May 2015. The new Standards reflect best practice in volunteer management in Australia, and the results of widespread consultations with the not for profit sector and other key stakeholders. Volunteering ACT participated in the steering committee established to guide the review process and in the new financial year will develop resources for Members to incorporate the Standards into volunteering programs at all levels.

National Volunteer Referral Network

During 2014-15 Volunteering ACT staff initiated, with our State/Territory counterparts, the establishment of a National Volunteer Referral Network to share experiences and ideas about our national volunteer referral system. The Network met face to face for the first time in February 2015 and subsequently by regular teleconference meetings, resulting in a range of practical enhancements to system effectiveness. We look forward to continuing to support this initiative in fulfilment of the objectives of the State/Territory Peak Body Collaborative Work Plan.

National Volunteering Conference 2016

The 2014-15 financial year saw us commence major planning work associated with our hosting of the next National Volunteering Conference in April 2016 in collaboration with Volunteering Australia and with the very generous support of our conference partner, Beyond Bank Australia. A detailed project plan was completed with the assistance of a skilled volunteer and governance structure established to oversight and guide the project. The Conference, which is the principal Australian forum for the advancement of volunteering, will be staged at the National Convention Centre with the theme Build the Future, focusing on building knowledge, innovation, networks and leadership.

National Innovation and Collaboration Project

One of our key initiatives during the second half of 2014-15 was the development of a new national resource to promote volunteering among young people. Funded by the Federal Department of Social Services under its Families and Communities Program, this national innovation and collaboration project involves the production of a set of teaching and learning resources developed by teachers for teachers, aligned with the Australian Curriculum. We anticipate the launching of these resources in the first quarter of the new financial year.



Volunteers do fantastic work in Australia, and we're proud to support them. By partnering with Volunteering and Contact ACT, we provide valuable support to the volunteering community.

Beyond Bank supports volunteers by recognising and rewarding them and by assisting volunteering organisations across Australia. It's our way to say "thanks" for the great achievements of volunteers and Volunteering and Contact ACT.

To find out how we reward volunteers, phone **13 25 85** or visit beyondbank.com.au/cheersforvolunteers

VOLUNTEERING *and* CONTACT ACT

Beyond Bank
AUSTRALIA

Beyond Bank Australia is a trading name of Community CPS Australia Ltd ABN 15 087 651 143 AFSL/Australian Credit Licence 237 856. BBAU1134

EVENTS & TRAINING CALENDAR

Tuesday 5 August 2014

National Student Volunteer Week Forum

Wednesday 6 August 2014

Director Connections Event

Wednesday 13 August 2014

Essentials for Volunteers Training

Tuesday 26 August 2014

Volunteer Management Workshop
Delivered to IRT Kangara Waters

Monday 1 September 2014

Rob Jackson Workshop
Delivered to Volunteer Managers

Monday 20 October 2014

Championing Inclusion in your Volunteering Program
Hosted at the Brindabella Business Park

Friday 24 October 2014

Volunteer Management Workshop
Delivered to IRT Kangara Waters

Wednesday 29 October 2014

Essentials for Volunteer Managers Training
Delivered to IRT Kangara Waters

Wednesday 5 November 2014

Quarterly Lunchtime Forum for Volunteer Managers
Designing Volunteer Roles

Thursday 6 November 2014

Essentials for Volunteer Managers Training
Delivered to the St. Vincent de Paul Society Young

Monday 10 November 2014

Launch of the 25 Days of Volunteering Campaign

Thursday 27 November 2014

Roundtable for Advanced Volunteer Managers

Thursday 4 December 2014

International Volunteer Day Garden Party
Hosted at Gorman Arts Centre

Tuesday 10 February 2015

Designing Volunteer Roles Workshop

Thursday 19 February 2015

Essentials for Volunteer Managers Training

Wednesday 25 February 2015

Essentials for Volunteer Managers Training
Delivered to Arts ACT members

Tuesday 3 March 2015

Roundtable for Advanced Volunteer Managers

Thursday 5 March 2015

Essentials for Volunteer Managers Training
Delivered to the St. Vincent de Paul Society

Wednesday 11 March 2015

Essentials for Volunteer Managers Training
Delivered to Red Cross Australia ACT

Wednesday 18 March 2015

Quarterly Lunchtime Forum for Volunteer Managers
Developing Corporate Partnerships and Sponsorship

Thursday 26 March 2015

Essentials for Volunteer Managers Workshop
Delivered to Sport and Recreation Services members

Monday 30 April 2015

National Standards for Volunteer Involvement Workshop

Wednesday 8 April 2015

Volunteering to Learn Workshop

Thursday 9 April 2015

Essentials for Volunteer Managers Workshop
Delivered to Sport and Recreation Services members

Tuesday 14 April 2015

Essentials for Volunteers Training

Monday 4 May 2015

Skilled Volunteer Profile Launch
Hosted at the National Press Club of Australia

Monday 11 May 2015

National Volunteer Week 2015 Launch
Hosted with Volunteering Australia at the Museum of Australian Democracy, Old Parliament House

Tuesday 12 May 2015

Volunteering Open Day
Facilitated across volunteering involving organisations throughout Canberra

Wednesday 13 May 2015

Essentials for Volunteers Training

Thursday 14 May 2015

2015 ACT Volunteer of the Year Awards
Hosted at the AIS Arena

Friday 29 May 2015

National Curriculum Project Workshop

Tuesday 9 June 2015

Workforce Planning Workshop
Delivered to Carers ACT

Thursday 11 June 2015

National Curriculum Project Workshop

Monday 15 June 2015

Essentials for Volunteer Managers Training
Delivered to Carers ACT

Tuesday 30 June 2015

Roundtable for Advanced Volunteer Managers

EMERGENCY VOLUNTEERING PROJECT

Early in the financial year Volunteering ACT received funding for a project under the National Disaster Resilience Program to:

- Work with community emergency service organisations to develop an effective process and policies for working with volunteers
- Work with community and government organisations and agencies who engage emergency volunteers and provide one on one consultations on volunteer management best practices (engagement, recruitment, recognition)
- Develop a best practice guide for engaging emergency volunteers based on consultation with communication and government organisations
- Review and update relevant website information, and
- Promote the ACT Emergency Volunteering register to increase registrations.

By the end of the financial year, we had undertaken all the necessary consultations and a best practice guide was at an advanced stage of preparation. Our intention is to launch the guide in the first quarter of the financial year as part of an overall strategy to promote the ACT Emergency Volunteering register, including through inviting in-person registrations at the CONTACT Shopfront.



INCLUSIVE VOLUNTEERING PROGRAM

The Inclusive Volunteering Program continued to receive funding support from Disability ACT for the 2014-15 financial year, plus further generous support from The Snow Foundation. The program continued to actively link vulnerable people in the community who want to volunteer with volunteer involving organisations.

During the year:

- 41 people were referred to the program, 48% of whom identified as having a physical or intellectual disability, 29% identified as having mental health issues and 33% were recently arrived immigrants and asylum seekers.
- 23 people referred to the program were successfully placed. This is 15% above the annual target for the program. These placements were made with 13 volunteer involving organisations and included roles in conservation, office administration, aged care, disability services and the arts.
- On 20 October 2014 we launched a new resource Let's Talk About Inclusion: Promoting Inclusion in your Volunteer – Involving Organisation. The resource was downloaded 157 times since the launch.
- Our other resource, The Volunteering Journey, an inclusive workbook for people who are interested in volunteering, has been downloaded 700 times during 2014-15.

In the context of the introduction of the National Disability Insurance Scheme, Volunteering ACT was supported by the ACT Government through the Governance and Financial Management Initiative to be advised by RSM Bird Cameron Partners on unit costings and other matters relevant to the sustainability of the Inclusive Volunteering Program.

The consultants' report, delivered in December 2014, noted that the NDIS methodology puts a financial focus on direct contact hours with participants, whereas to achieve successful placements, the Inclusive Volunteering Program involves 'many activities behind the scenes.' The consultants concluded that the Inclusive Volunteering Program might not be suitable for NDIS funding and hence, suggested that other sources of funding would need to be found for the Program to continue. Volunteering ACT will therefore be exploring all available options during the coming financial year.

THE CONNECTIONS PROGRAM

The Connections Program is a one-to-one social support service for people in the community living with a mental illness (participants). A volunteer meets with a participant for around an hour per fortnight to support them to achieve social goals, reduce social isolation, address stigma associated with mental illness, and reconnect with their community. Connections is now in its nineteenth year and is funded by the ACT Health Directorate.

Volunteers and participants are introduced based on a number of variables including gender, age, locality, interests, personality types, hobbies, individual journeys, and preferences of both the participant and volunteer. The Program is a 6-12 month service that anticipates participants will be able to access mainstream services, or have a plan for their future, when exiting the Program. It is a likely outcome that participants and volunteers continue the friendship they have formed on the Program into the community as genuine friends.

During 2014-2015 Connections supported 57 volunteer-participant matches, including 32 new matches. We received 34 participant referrals and 96 volunteer expressions of interest.

This year we have seen positive results for participants through Program adjustments to accommodate people who have a physical disability or medical condition in addition to a mental illness. These individuals and their health professionals approached the Connections Program for assistance and we sought to find solutions by making adjustments for Participants who presented unique challenges. This has made the Connections Program more inclusive for people living with a mental illness, who have additional barriers that may contribute to their social isolation.

Volunteering ACT acknowledges that volunteers are an essential part of this Program as they work directly with people to increase their quality of living, and to connect with their community. Thank you to Connections volunteers for generously donating your time, skill and interests to support individuals living with a mental illness on their recovery journey.

As for the Inclusive Volunteering Program, Connections was analysed by RSM Bird Cameron in the context of the introduction of the NDIS, with similar conclusions. Bearing in mind the longevity and value of Connections and its formal contractual status, Volunteering ACT looks forward to working with ACT Health and the National Disability Insurance Agency on the continued sustainability of this most worthwhile program.

Highlights for 2014-2015

We promoted and celebrated the Connections Program in 2014-2015 through participating in or organising the following events:

- July 2014 - Welcome to the NDIS party organised by Uniting Care
- July 2014 – Planning Future Pathways Expo
- August 2014 - ACT Community Sector Awards and Networking Event
- October 2014 – Hosted Food and Fun at Floriade for Mental Health Week
- October 2014 – Mental Health Community Coalition’s Mental Health Week Expo
- November 2014 - ACT Multicultural Mental Health and Wellbeing Conference
- December 2014 – Connections Christmas Party
- May 2015 – Advocacy for Inclusion’s Control & Choice Expo

Thank you to the following organisations and programs for working collaboratively with Connections over the past twelve months:

- ACT Health
- Adult Step Up Step Down Program
- Australian Red Cross
- Belconnen Mental Health Team
- CatholicCare
- City Mental Health Team
- Communities@Work
- Community Connections
- Crisis Assessment and Treatment Team
- Disability ACT
- House With No Steps
- Inclusive Volunteering Program
- Lifeline
- MATES
- Medicare Local
- Mental Health Community Coalition ACT
- Mental Health Fellowship ACT
- Mental Health Foundation ACT
- Mental Illness Education ACT
- Mental Illness Fellowship Victoria
- Northside Community Service
- OzHelp Foundation
- Partners In Recovery
- Personal Helpers and Mentors
- Public Advocate of the ACT
- Richmond Fellowship
- The Salvation Army
- Transition to Recovery
- Tuggeranong Child & Family Services
- Woden Community Service
- Woden Mental Health Team

I take this opportunity to thank all of my colleagues in the Volunteering and Inclusive Services Program, past and present, for your enthusiasm and initiative during the past year. I look forward to working with you in 2015-16.

SARAH WILSON
MANAGER

COMMUNITY INFORMATION SERVICES

CONTACT Canberra is the central community information service for the ACT, providing the community with up-to-date information, support and referral to government programs and community services within the ACT and surrounding regions.

CONTACT Canberra's community information service combines a blended approach of face to face, telephone and online delivery strategies, engaging with our customers to deliver the right information, how and when they want it. Our unique service delivery assets comprise the following popular and respected community engagement channels:

- Canberra City Shopfront
- CONTACT Book
- Infoline
- Event attendance
- ACT Communities Online website
- CONTACT website and LINKS database directory

We maintain a comprehensive database, listing all local government programs, and community and social services within the territory. We work to ensure this information remains accessible to individuals, community groups and government through ease of navigation and the provision of reliable and accurate service information at all times.

During the course of the 2014 - 15 financial year, CONTACT Canberra has:

- Hosted the CONTACT Canberra website with 155,438 webpage visits recorded.
- Hosted the ACO website which attracted 305,137 website visits and 478 event registrations.
- Assisted 5,226 customers directly via face-to-face shop-front consultations and phone support through the established Infoline service.
- Attended fourteen community service events throughout the year with an outreach to over 1200 people in the community.
- Established social media channels to increase awareness of the CONTACT Canberra brand through campaigns for CONTACT's Facebook page, (an increase of 351 likes) and CONTACT's Twitter account (an increase of 324 followers).
- Produced the 30th Anniversary edition of the CONTACT Directory book.

New Initiatives

- The premier initiative is the development of CONTACT Online, an information portal designed to provide easy and reliable access to ACT community services for community organisations, government agencies and the citizens of Canberra.
- The 'New to Canberra' brochure was designed and produced as an initiative in consultation with Defence Families. This extremely successful outreach campaign has now extended beyond its Defence community origins, to embrace all of the community including young people, students, families, seniors and people with disability. The 'New to Canberra' campaign has resonated well with the increasing number of international and interstate people visiting the nation's capital.
- The Student CONTACT book provides an intuitive kick-start guide to the essential services and contact points for tertiary students within the ACT. This Guide was developed as an extension to the successful 'New to Canberra' brochure campaign.

Shop-front and Info line

The CONTACT Shop-front celebrated the one-year anniversary shop-front refurbishment, with the feedback that customers are overwhelmingly positive about the redesign.

Information Guides and Fact Sheets produced by CONTACT are published in hard copy and distributed broadly throughout the territory.

Information Guides and Fact Sheets available for download and in hard copy:

- The Emergency Relief Providers
- Free Meal Guide
- ACT Legal Services
- Complaints Resolution Services
- Short-stay low cost accommodation in ACT and Queanbeyan
- New to Canberra
- Canberra Food-Co-ops pantry
- Free Showers *
- Op Shops *
- Student Contact Book *

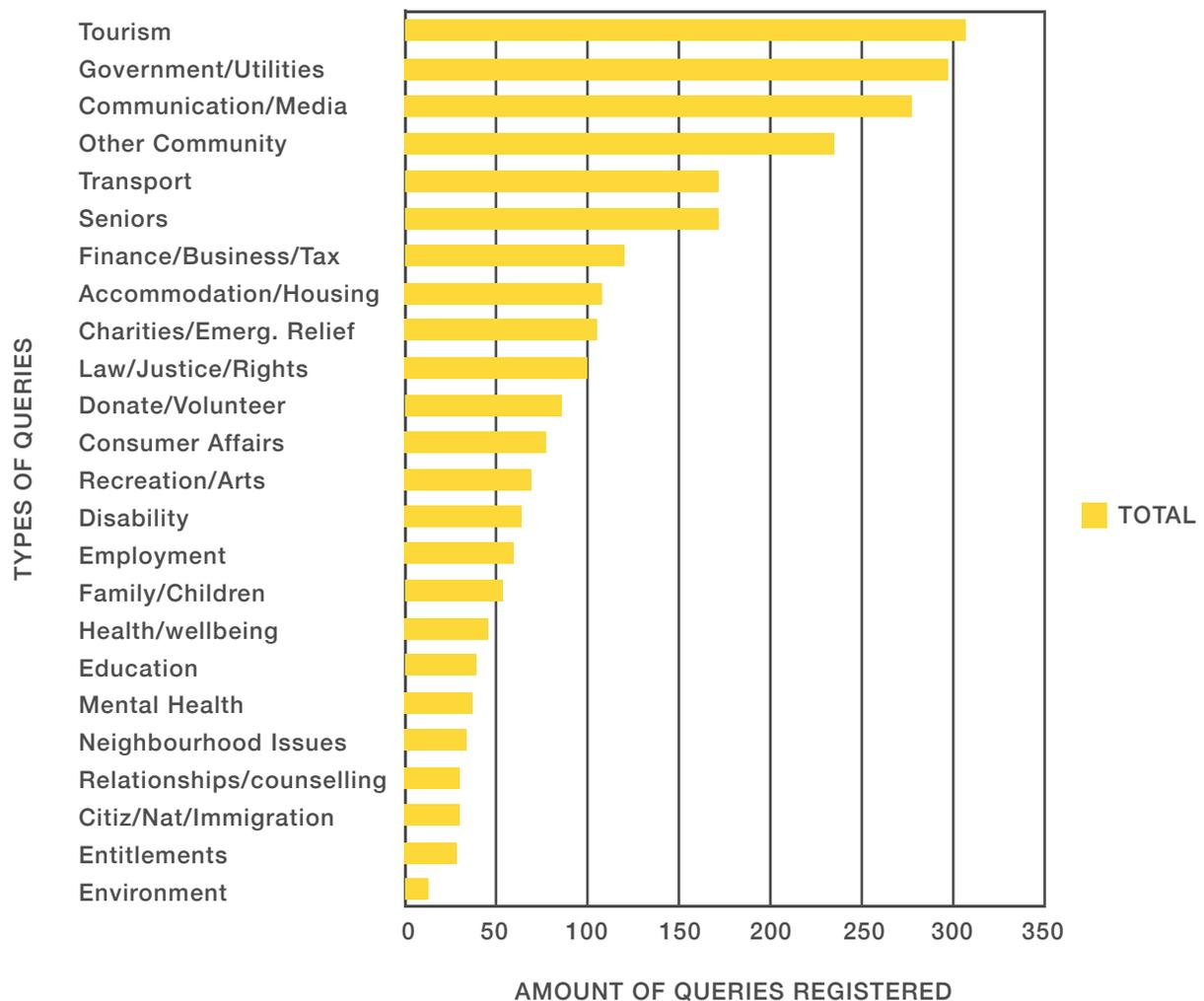
** Hard copy only*

The Shop-front received 4,088 visitors and 1,138 calls over the course of the past 12 months. Due to a significantly high number of complex crisis queries registered this year, seven frontline volunteers were successfully supported in skill development, through the completion of a Lifeline workshop - Dealing with People in Difficult Situations.

Client groups registering the highest amount of queries this financial year are:

- Crisis and complex queries - registered at 604 queries
- Multicultural queries - registered at 651 queries





CONTACT and ACO Websites

The existing CONTACT website which is to be replaced with the new CONTACT Community Service online portal later in 2015, improved upon previous performance to record over 43,435 website visits in this financial year.

CONTACT website breakdown of site visitors:

- 43,435 website visits
- 155,438 webpage visits
- 7,871 Info guides and factsheet downloads

The ACT Communities Online (ACO) website breakdown of site visitors:

- 478 Community groups published events
- 2,556,438 web page visits recorded
- 305,137 website visits recorded

Contact Directory

2015 marks a major milestone in the history of one of Canberra's principal community publications, the CONTACT Directory of Community Services.

The 2015 CONTACT Directory, also known as the CONTACT Book, was first published thirty years ago in 1985 by the Department of Territories and contained around 1300 listings. CONTACT Canberra, trading at the time as the Citizens Advice Bureau, took over the Directory in 1989. Today, the thirtieth edition of the CONTACT Book lists close to 2300 organisations and services, compiled from CONTACT Canberra's comprehensive online database.

Events and Promotions

A key objective throughout the past financial year has been to raise brand awareness of CONTACT Canberra's services. We are uniquely placed to offer advice and referral over the entire ACT community sector. The 'New to Canberra' campaign was designed to specifically focus on our engagement with families newly relocated to Canberra.

Initially the idea grew from exploratory collaborations with the Defence Community. Due to its success, the scope was then broadened to include the general public including seniors, the multicultural community and our significant tertiary student population. The 'New to Canberra' brochure has become a popular brochure at Events, with positive feedback continuing to be received. This brochure is available in hard copy within the shop-front and on our website for download.

Feedback from student engagement at well-attended public events such as Youth Week, University Open Days and CIT campus market days, lead to the requirement and development of an additional publication - the Student Contact Book. This guide assists students new to Canberra to access essential services relevant to student needs. This publication is widely sought after at every student engagement initiative CONTACT attends.

CONTACT Canberra's brand awareness has been building through the ongoing redesign and redevelopment of all existing social media profiles. These channels include:

- Facebook: Increased to a total of 351 likes, and
- Twitter: Increased to a total of 324 followers

Our average monthly social media audience has steadily climbed to 9,108 times a post or tweet, has appeared in someone else's Facebook or twitter feed.

Our average monthly engagement has grown to a respectable 523 instances. This incorporates people who followed, viewed or mentioned us on Twitter, and people who shared, liked or commented on our Facebook posts.

CONTACT Canberra's event attendance offered an outreach to over 1200 people across fourteen events throughout the past year. Large events such as the Multicultural Festival, Seniors Expo, Connect and Participate, University O-Week and CIT market days contributed to increasing our brand awareness amongst people with a disability, the multicultural population, families, students, seniors, and people new to Canberra.

At the Multicultural Festival this year, CONTACT Canberra sat on the steering committee and coordinated signage for over 100 community information stalls. CONTACT Canberra negotiated prominent locations for community stalls, which were concentrated largely along city walk and Ainslie place and were interspersed with food and cultural stalls this year. This resulted in higher foot traffic for all stalls and a more inclusive feeling of participation in the festival.

CONTACT Canberra's involvement in the Multicultural festival played an important role in building positive relations with the ACT government and Community leaders from the many culturally and linguistically diverse communities of Canberra.

ACCESS CITY

Access City provides a unique service to the Canberra community. Funded by Disability ACT, Access City is the primary information, advocacy and referral point for access issues in Canberra. The program promotes equality and inclusion through taking action to remove barriers experienced by people seeking access to services.

During 2014-15 over 100 calls were made to Access City, a slight increase on 2013-14. Of these 58% were requests for information or referral with the remaining 42% involving advocacy. 79% of the issues requiring advocacy were successfully resolved with the remaining 21% being either ongoing or withdrawn.

The range of requests for information brought to Access City during 2014-15 included information about wheelchair-accessible public bathrooms, temporary wheelchairs and disability parking permits. The program also dealt with other issues, such as removal of a concrete-secured rubbish bin which was restricting access in a public area and a request for advocacy to have a public pathway restored, through the fixing of a loose grate which had created an access barrier.

In seeking to deal with issues raised by individual Canberrans, Access City is greatly assisted by the various government authorities, in particular staff in the Territory and Municipal Services Directorate. We thank them for their response and we are also grateful to the individuals who raise issues. By taking action, and with our help, between us we make Canberra more inclusive and accessible to all.

Towards the end of the financial year, as part of a management and staffing restructure, responsibility for the management of Access City was transferred from the Community Information Services Program to the Volunteering and Inclusive Services Program.

Thank you to all our staff – employees and volunteers- for your cooperation and dedication during this year of challenge and change. Here's to an exciting and productive 2015-16.

LINDA MONAGHAN
MANAGER

FINANCIAL STATEMENTS

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Financial Statements

For the Period Ended 30 June 2015

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Contents

For the Period Ended 30 June 2015

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VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Directors' Report For the Period Ended 30 June 2015

The directors present their report on VOLUNTEERING AND CONTACT ACT LIMITED for the period ended 30 June 2015.

1. General information

Directors

The names of the directors in office at any time during, or since the end of, the year are:

Names	Position	Appointed/Resigned
Mathew Franklin	Chair	1 June 2015
Jane Hayden	Deputy Chair	1 June 2015
George Brenan	Secretary	1 June 2015
Cameron Lynch	Treasurer	1 June 2015
Lynnette Grayson		1 June 2015
Wendy Prowse		1 June 2015
Sajid Hassan		1 June 2015
John Lewis		1 June 2015
Sarah Peascod		1 June 2015
Jack Dan		1 June 2015
Brendan Lynch		1 June 2015
Vik Sundar		23 June 2015

Directors have been in office since the start of the period to the date of this report unless otherwise stated.

Principal activities

The principal activities of VOLUNTEERING AND CONTACT ACT LIMITED during the financial year were:

- To provide access to reliable information and be a key enabler of volunteering services.
- To be an active link between people, government and non-government organisations.
- To foster community networks and undertake research, advocacy, projects and public education programs and events.

The entity was incorporated on 31 May 2015.

2. Operating results and review of operations for the year

Operating results

The profit of the Company amounted to \$ 30,262 .

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Directors' Report For the Period Ended 30 June 2015

3. Other items

Significant changes in state of affairs

The Committee of the entity Volunteering and Contact ACT Incorporated recommended to members and members agreed that as of 31 May 2015 the association should cease trading as an incorporated association under *the Associations Incorporations Act (ACT) 1991* and reincorporate as a not-for-profit company limited by guarantee under *the Corporations Act 2001*. As a result of this restructure as of 31 May 2015 the net assets of \$258,065 as indicated in the Statement of Comprehensive Income were transferred to the new company limited by guarantee.

Matters or circumstances arising after the end of the year

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

Environmental matters

The Company's operations are not regulated by any significant environmental regulations under a law of the Commonwealth or of a state or territory.

Meetings of directors

During the financial year, 1 meeting of directors was held. Attendances by each director during the year were as follows:

	Directors' Meetings	
	Number eligible to attend	Number attended
Mathew Franklin	1	1
Jane Hayden	1	1
George Brenan	1	1
Cameron Lynch	1	1
Lynnette Grayson	1	1
Wendy Prowse	1	-
Sajid Hassan	1	1
John Lewis	1	1
Sarah Peascod	1	1
Jack Dan	1	1
Brendan Lynch	1	-
Vik Sundar	1	-

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Directors' Report
For the Period Ended 30 June 2015

Indemnification and insurance of officers and auditors

No indemnities have been given or insurance premiums paid, during or since the end of the financial year, for any person who is or has been an officer or auditor of VOLUNTEERING AND CONTACT ACT LIMITED.

Auditor's independence declaration

The lead auditor's independence declaration in accordance with section 307C of the *Corporations Act 2001*, for the period ended 30 June 2015 has been received and can be found on page 4 of the financial report.

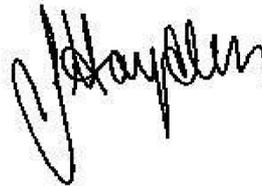
Signed in accordance with a resolution of the Board of Directors:

Director:



.....
Mathew Franklin

Director:



.....
Jane Hayden

Dated 29 October 2015

Auditors Independence Declaration under Section 307C of the Corporations Act 2001 to the Directors of VOLUNTEERING AND CONTACT ACT LIMITED

I declare that, to the best of my knowledge and belief, during the period ended 30 June 2015, there have been:

- (i) no contraventions of the auditor independence requirements as set out in the *Corporations Act 2001* in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

Hardwickes

Hardwickes
Chartered Accountants



Robert Johnson FCA
Partner

29 October 2015

Canberra



VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Statement of Profit or Loss and Other Comprehensive Income For the Period Ended 30 June 2015

	2015
	Note
	\$
Sales revenue	4 125,376
Marketing expenses	(835)
Direct funding costs	(23,388)
Administrative expenses	(1,421)
Rent	5 (16,149)
Employee costs	(45,145)
Other expenses	(8,176)
Profit attributable to members of the entity	<u>30,262</u>
Other comprehensive income	
Retained earning transferred from Volunteering and Contact ACT Inc	<u>258,065</u>
Total comprehensive income for the year	<u>288,327</u>

The accompanying notes form part of these financial statements.

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Statement of Financial Position

As At 30 June 2015

	Note	2015 \$
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	6	528,190
Trade and other receivables	7	64,285
Other assets	9	5,697
TOTAL CURRENT ASSETS		<u>598,172</u>
NON-CURRENT ASSETS		
Property, plant and equipment	8	5,072
TOTAL NON-CURRENT ASSETS		<u>5,072</u>
TOTAL ASSETS		<u><u>603,244</u></u>
LIABILITIES		
CURRENT LIABILITIES		
Trade and other payables	10	81,970
Employee benefits	12	53,243
Other financial liabilities	11	172,758
TOTAL CURRENT LIABILITIES		<u>307,971</u>
NON-CURRENT LIABILITIES		
Employee benefits	12	6,946
TOTAL NON-CURRENT LIABILITIES		<u>6,946</u>
TOTAL LIABILITIES		<u>314,917</u>
NET ASSETS		<u><u>288,327</u></u>
EQUITY		
Retained earnings		<u>288,327</u>
TOTAL EQUITY		<u><u>288,327</u></u>

The accompanying notes form part of these financial statements.

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Statement of Changes in Equity For the Period Ended 30 June 2015

2015

	Retained Earnings	Total
Note	\$	\$
Profit attributable to members of the entity	30,262	30,262
Retained earning transferred from Volunteering and Contact ACT Incorporated	258,065	258,065
Balance at 30 June 2015	288,327	288,327

The accompanying notes form part of these financial statements.

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Statement of Cash Flows For the Period Ended 30 June 2015

	2015
Note	\$
CASH FLOWS FROM OPERATING ACTIVITIES:	
Receipts from customers	233,725
Payments to suppliers and employees	(295,349)
Interest received	124
Net cash provided by/(used in) operating activities	14 <u>(61,500)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:	
Proceeds transferred from Volunteering and Contact ACT Inc	<u>589,690</u>
Net cash used by investing activities	<u>589,690</u>
Net increase/(decrease) in cash and cash equivalents held	<u>528,190</u>
Cash and cash equivalents at end of financial year	6 <u><u>528,190</u></u>

The accompanying notes form part of these financial statements.

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Notes to the Financial Statements

For the Period Ended 30 June 2015

The financial report covers VOLUNTEERING AND CONTACT ACT LIMITED as an individual entity. VOLUNTEERING AND CONTACT ACT LIMITED is a not-for-profit Company limited by guarantee, incorporated and domiciled in Australia.

The functional and presentation currency of VOLUNTEERING AND CONTACT ACT LIMITED is Australian dollars.

The financial report was authorised for issue by the Directors on 29 October 2015.

The Entity was incorporated on 31 May 2015. The current year financial statements are for the period from 31 May 2015 to 30 June 2015.

The Company is an entity to which ASIC Class Order 98/100 applies and, accordingly amounts in the financial statements and Directors' Report have been rounded to the nearest thousand dollars.

1 Basis of Preparation

The financial statements are general purpose financial statements that have been prepared in accordance with the Australian Accounting Standards, Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the *Corporations Act 2001*.

The financial statements have been prepared on an accruals basis and are based on historical costs modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

Significant accounting policies adopted in the preparation of these financial statements are presented below and are consistent with prior reporting periods unless otherwise stated.

2 Summary of Significant Accounting Policies

(a) Income Tax

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

(b) Revenue and other income

Grant revenue is recognised in the statement of profit or loss and other comprehensive income when the entity obtains control of the grant, it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be measured reliably.

When grant revenue is received whereby the entity incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

VOLUNTEERING AND CONTACT ACT LIMITED receives non-reciprocal contributions of assets from the government and other parties for zero or a nominal value. These assets are recognised at fair value on the date of acquisition in the statement of financial position, with a corresponding amount of income recognised in the statement of profit or loss and other comprehensive income.

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

(c) Goods and Services Tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Notes to the Financial Statements

For the Period Ended 30 June 2015

2 Summary of Significant Accounting Policies continued

(c) Goods and Services Tax (GST) continued

Receivables and payable are stated inclusive of GST.

The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the statement of financial position.

Cash flows in the statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

(d) 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 of losses.

Plant and equipment

Plant and equipment are measured using the cost model.

Depreciation

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

Leased assets and leasehold improvements are amortised over the shorter of either the unexpired period of the lease or their estimated useful life.

The depreciation rates used for each class of depreciable asset are shown below:

Fixed asset class	Depreciation rate
Plant and Equipment	20% - 33%

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

(e) Financial instruments

Financial instruments are recognised initially using trade date accounting, i.e. on the date that the Company becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

Financial Assets

Financial assets are divided into the following categories which are described in detail below:

- loans and receivables;

Notes to the Financial Statements

For the Period Ended 30 June 2015

2 Summary of Significant Accounting Policies continued

- financial assets at fair value through profit or loss;
- available-for-sale financial assets; and
- held-to-maturity investments.

Financial assets are assigned to the different categories on initial recognition, depending on the characteristics of the instrument and its purpose. A financial instrument's category is relevant to the way it is measured and whether any resulting income and expenses are recognised in profit or loss or in other comprehensive income.

All income and expenses relating to financial assets are recognised in the statement of profit or loss and other comprehensive income in the 'finance income' or 'finance costs' line item respectively.

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They arise principally through the provision of goods and services to customers but also incorporate other types of contractual monetary assets.

After initial recognition these are measured at amortised cost using the effective interest method, less provision for impairment. Any change in their value is recognised in profit or loss.

The Company's trade and most other receivables fall into this category of financial instruments.

Discounting is omitted where the effect of discounting is considered immaterial.

Significant receivables are considered for impairment on an individual asset basis when they are past due at the reporting date or when objective evidence is received that a specific counterparty will default.

The amount of the impairment is the difference between the net carrying amount and the present value of the future expected cash flows associated with the impaired receivable.

In some circumstances, the Company renegotiates repayment terms with customers which may lead to changes in the timing of the payments, the Company does not necessarily consider the balance to be impaired, however assessment is made on a case-by-case basis.

Financial assets at fair value through profit or loss

Financial assets at fair value through profit or loss include financial assets:

- acquired principally for the purpose of selling in the near future
- designated by the entity to be carried at fair value through profit or loss upon initial recognition or
- which are derivatives not qualifying for hedge accounting.

The Company has some derivatives which are designated as financial assets at fair value through profit or loss.

Assets included within this category are carried in the statement of financial position at fair value with changes in fair value recognised in finance income or expenses in profit or loss.

Notes to the Financial Statements

For the Period Ended 30 June 2015

2 Summary of Significant Accounting Policies continued

Any gain or loss arising from derivative financial instruments is based on changes in fair value, which is determined by direct reference to active market transactions or using a valuation technique where no active market exists.

Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturity. Investments are classified as held-to-maturity if it is the intention of the Company's management to hold them until maturity.

Held-to-maturity investments are subsequently measured at amortised cost using the effective interest method, with revenue recognised on an effective yield basis. In addition, if there is objective evidence that the investment has been impaired, the financial asset is measured at the present value of estimated cash flows. Any changes to the carrying amount of the investment are recognised in profit or loss.

Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that do not qualify for inclusion in any of the other categories of financial assets or which have been designated in this category.

Gains and losses arising from financial instruments classified as available-for-sale are only recognised in profit or loss when they are sold or when the investment is impaired.

In the case of impairment or sale, any gain or loss previously recognised in equity is transferred to the profit or loss.

Financial liabilities

Financial liabilities are classified as either financial liabilities 'at fair value through profit or loss' or other financial liabilities depending on the purpose for which the liability was acquired. Although the Company uses derivative financial instruments in economic hedges of currency and interest rate risk, it does not hedge account for these transactions.

The Company's financial liabilities include borrowings, trade and other payables (including finance lease liabilities), which are measured at amortised cost using the effective interest rate method.

Impairment of financial assets

At the end of the reporting period the Company assesses whether there is any objective evidence that a financial asset or group of financial assets is impaired.

Financial assets at amortised cost

If there is objective evidence that an impairment loss on financial assets carried at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of the estimated future cash flows discounted at the financial assets original effective interest rate.

Impairment on loans and receivables is reduced through the use of an allowance accounts, all other impairment losses on financial assets at amortised cost are taken directly to the asset.

Notes to the Financial Statements

For the Period Ended 30 June 2015

2 Summary of Significant Accounting Policies continued

Subsequent recoveries of amounts previously written off are credited against other expenses in profit or loss.

Available-for-sale financial assets

A significant or prolonged decline in value of an available-for-sale asset below its cost is objective evidence of impairment, in this case, the cumulative loss that has been recognised in other comprehensive income is reclassified from equity to profit or loss as a reclassification adjustment. Any subsequent increase in the value of the asset is taken directly to other comprehensive income.

(f) Cash and cash equivalents

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.

Bank overdrafts also form part of cash equivalents for the purpose of the statement of cash flows and are presented within current liabilities on the statement of financial position.

(g) Employee benefits

Provision is made for the Company's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits expected to be settled more than twelve months after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cashflows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cashflows. Changes in the measurement of the liability are recognised in profit or loss.

Employee benefits are presented as current liabilities in the statement of financial position if the Company does not have an unconditional right to defer settlement of the liability for at least 12 months after the reporting date regardless of the classification of the liability for measurement purposes under AASB 119.

Notes to the Financial Statements
For the Period Ended 30 June 2015

2 Summary of Significant Accounting Policies continued

(h) New Accounting Standards and Interpretations

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods. The Company has decided not to early adopt these Standards. The following table summarises those future requirements, and their impact on the Company where the standard is relevant:

Standard Name	Effective date for entity	Requirements	Impact
AASB 9: Financial Instruments (December 2014) and associated Amending Standards	1 January 2018	These Standards will be applicable retrospectively (subject to the provisions on hedge accounting outlined below) and include revised requirements for the classification and measurement of financial instruments, revised recognition and derecognition requirements for financial instruments, and simplified requirements for hedge accounting. The key changes that may affect the company on initial application of AASB 9 and associated Amending Standards include certain simplifications to the classification of financial assets, simplifications to the accounting of embedded derivatives, upfront accounting for expected credit loss and the irrevocable election to recognise gains and losses on investments in equity instruments that are not held for trading in other comprehensive income. AASB 9 also introduces a new model for hedge accounting that will allow greater flexibility in the ability to hedge risk, particularly with respect to the hedging of non-financial items. Should the company elect to change its hedge accounting policies in line with the new hedge accounting requirements of AASB 9, the application of such accounting would be largely prospective.	It is impracticable at this stage to provide a reasonable estimate of such impact.

3 Critical Accounting Estimates and Judgments

Those charged with governance make estimates and judgements during the preparation of these financial statements regarding assumptions about current and future events affecting transactions and balances.

These estimates and judgements are based on the best information available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

The significant estimates and judgements made have been described below.

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Notes to the Financial Statements

For the Period Ended 30 June 2015

3 Critical Accounting Estimates and Judgments continued

Key estimates - fair value of financial instruments

The Company has certain financial assets and liabilities which are measured at fair value. Where fair value has not been able to be determined based on quoted price, a valuation model has been used. The inputs to these models are observable, where possible, however these techniques involve significant estimates and therefore fair value of the instruments could be affected by changes in these assumptions and inputs.

Key estimates - receivables

The receivables at reporting date have been reviewed to determine whether there is any objective evidence that any of the receivables are impaired. An impairment provision is included for any receivable where the entire balance is not considered collectible. The impairment provision is based on the best information at the reporting date.

4 Revenue and Other Income

	2015
	\$
Revenue and other income	
- Grant income	109,290
- Donations	16,103
- Member subscriptions	(1,109)
- Event income	(12,283)
- Training income	3,909
- Volunteering Australia reimbursement	2,264
- Other income	7,078
- interest received	124
Total Revenue	<u>125,376</u>

5 Result for the Year

The result for the year includes the following specific expenses:

	2015
	\$
Rental expense	16,149
Depreciation expenses	297

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Notes to the Financial Statements

For the Period Ended 30 June 2015

6 Cash and cash equivalents

	2015
	\$
Cash on hand	833
Cash at bank	376,223
Short-term bank deposits	151,134
	<u>528,190</u>

Reconciliation of cash

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

	2015
	\$
Cash and cash equivalents	<u>528,190</u>
Balance as per statement of cash flows	<u><u>528,190</u></u>

7 Trade and other receivables

	2015
	\$
CURRENT	
Trade receivables	<u>64,285</u>
	<u>64,285</u>
Total current trade and other receivables	<u><u>64,285</u></u>

The carrying value of trade receivables is considered a reasonable approximation of fair value due to the short-term nature of the balances.

The maximum exposure to credit risk at the reporting date is the fair value of each class of receivable in the financial statements.

8 Property, plant and equipment

PLANT AND EQUIPMENT

Plant and equipment	
At cost	98,289
Accumulated depreciation	<u>(93,217)</u>
Total plant and equipment	<u>5,072</u>
Motor vehicles	
At cost	17,091
Accumulated depreciation	<u>(17,091)</u>
Total motor vehicles	<u>-</u>

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Notes to the Financial Statements

For the Period Ended 30 June 2015

8 Property, plant and equipment continued

Leasehold improvements	
At cost	37,823
Accumulated depreciation	(37,823)
Total leasehold improvements	-
Total property, plant and equipment	5,072

(a) Movements in carrying amounts of property, plant and equipment

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

	Plant and Equipment	Total
	\$	\$
Year ended 30 June 2015		
Balance at the beginning of year	-	-
Transferred from Volunteering and Contact ACT Incorporated	5,369	5,369
Depreciation expense	(297)	(297)
Balance at the end of the year	5,072	5,072

9 Other assets

	2015
	\$
CURRENT	
Prepayments	5,697
	<u>5,697</u>

10 Trade and other payables

	2015
	\$
CURRENT	
Unsecured liabilities	
Trade payables	15,315
GST payable	27,980
Other payables	38,675
	<u>81,970</u>

All amounts are short term and the carrying values are considered to be a reasonable approximation of fair value.

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Notes to the Financial Statements

For the Period Ended 30 June 2015

11 Other Liabilities

	2015
	\$
CURRENT	
Funding in advance	134,547
Memberships recd in advance	38,211
Total	<u>172,758</u>

12 Employee Benefits

	2015
	\$
Current liabilities	
Employee leave entitlement	53,243
	<u>53,243</u>
	2015
	\$
Non-current liabilities	
Long service leave	6,946
	<u>6,946</u>

13 Key Management Personnel Disclosures

The totals of remuneration paid to the key management personnel of VOLUNTEERING AND CONTACT ACT LIMITED during the year are as follows:

	2015
	\$
Short-term employee benefits	17,640
Post-employment benefits	1,649
	<u>19,289</u>

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Notes to the Financial Statements

For the Period Ended 30 June 2015

14 Cash Flow Information

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

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

	2015
	\$
Profit for the year	30,262
Cash flows excluded from profit attributable to operating activities	
Non-cash flows in profit:	
- depreciation	297
- Retained earning transferred from Volunteering and Contact ACT Inc	(331,625)
- Fixed assets transferred from Volunteering and Contact ACT Inc	(5,369)
Changes in assets and liabilities, net of the effects of purchase and disposal of subsidiaries:	
- (increase)/decrease in trade and other receivables	(64,285)
- (increase)/decrease in prepayments	(5,697)
- increase/(decrease) in income in advance	172,758
- increase/(decrease) in trade and other payables	81,970
- increase/(decrease) in employee benefits	60,189
Cashflow from operations	<u>(61,500)</u>

15 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 Company, the results of those operations, or the state of affairs of the Company in future financial years.

16 Company Details

The registered office of and principal place of business of the company is:

VOLUNTEERING AND CONTACT ACT LIMITED
Level 2, 202 City Walk
Canberra ACT 2601

VOLUNTEERING AND CONTACT ACT LIMITED

ABN: 30 433 789 697

Directors' Declaration

The directors of the Company declare that:

1. the financial statements and notes for the period ended 30 June 2015 are in accordance with the *Corporations Act 2001* and:
 - a. comply with Accounting Standards, which, as stated in accounting policy note 2 to the financial statements, constitutes explicit and unreserved compliance with International Financial Reporting Standards (IFRS); and
 - b. give a true and fair view of the financial position and performance of the Company;
2. In the directors' opinion, there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable.

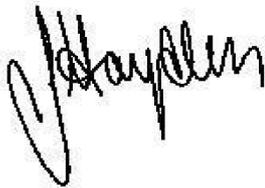
This declaration is made in accordance with a resolution of the Board of Directors.

Director



Mathew Franklin

Director



Jane Hayden

Dated 29 October 2015

Independent Audit Report to the members of VOLUNTEERING AND CONTACT ACT LIMITED

Report on the Financial Report

We have audited the accompanying financial report of VOLUNTEERING AND CONTACT ACT LIMITED, which comprises the statement of financial position as at 30 June 2015, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the period then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the directors' declaration.

Directors' Responsibility for the Financial Report

The directors of the Company are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the *Corporations Act 2001* 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.

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.

Independence

In conducting our audit, we have complied with the independence requirements of the *Corporations Act 2001*. We confirm that the independence declaration required by the *Corporations Act 2001*, which has been given to the directors of VOLUNTEERING AND CONTACT ACT LIMITED, would be in the same terms if given to the directors as at the time of this auditor's report.



Independent Audit Report to the members of VOLUNTEERING AND CONTACT ACT LIMITED

Opinion

In our opinion the financial report of VOLUNTEERING AND CONTACT ACT LIMITED is in accordance with the *Corporations Act 2001*, including:

- (a) giving a true and fair view of the Company's financial position as at 30 June 2015 and of its performance for the period ended on that date; and
- (b) complying with Australian Accounting Standards and the *Corporations Regulations 2001*.

Hardwickes

Hardwickes
Chartered Accountants



Robert Johnson FCA
Partner

Canberra

29 October 2015



Volunteering and Contact ACT Incorporated

ABN: 30 433 789 697

Financial Statements

For the Period Ended 31 May 2015

Volunteering and Contact ACT Incorporated

ABN: 30 433 789 697

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For the Period Ended 31 May 2015

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Volunteering and Contact ACT Incorporated

ABN: 30 433 789 697

Committee Members' Report For the Period Ended 31 May 2015

The committee members submit the financial report of the Association for the financial period ended 31 May 2015.

1. General information

Committee members

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

Mathew Franklin (App: 12/12/2014)	Cameron Lynch (Continuing)
Jane Hayden (Continuing)	Wendy Prowse (Continuing)
John Lewis (Continuing)	Rhys Morrison (Res: 24/02/2015)
Dianne Carlos (Res: 12/12/2014)	Jason Cummings (Res: 12/12/2014)
Avi Rebera (Res: 12/12/2014)	George Brenan (App: 12/12/2014)
Lynne Grayson (App: 12/12/2014)	Sajid Hassan (App: 12/12/2014)
Sarah Peascod (App: 12/12/2014)	Jack Dan (App: 28/04/2015)
Brendan Lynch (Res: 12/12/2014; Re app: 27/01/2015)	

Principal activities

The principal activities of the Association during the financial period were:

- To promote and facilitate appropriate volunteer effort to meet current and emerging community needs; and
- To enable organisations and volunteers to understand the role of volunteering, and the particular training and management needs of volunteers.

Significant changes

No significant change in the nature of these activities occurred during the period, but operationally:

- (1) On 1 February 2015, Volunteering ACT Incorporated merged with The Citizens Advice Bureau ACT (CONTACT Canberra Community Information) and became Volunteering and Contact ACT Incorporated operating through the legal structure and ABN of the original Volunteering ACT Incorporated. As a result of this merge, net assets of \$241,269 being the net value of all assets and liabilities were transferred to Volunteering ACT as indicated in the statement of Comprehensive Income.
- (2) The Committee of the merged entity Volunteering and Contact ACT Incorporated recommended to members and members agreed that as of 31 May 2015 the association should cease trading as an incorporated association under the Associations Incorporations Act (ACT) 1991 and reincorporate as a not-for-profit company limited by guarantee under the Corporations Act 2001. As a result of this restructure as of 31 May 2015 the net assets of \$258,065 as indicated in the Statement of Comprehensive Income were transferred to the new company limited by guarantee.

Volunteering and Contact ACT Incorporated

ABN: 30 433 789 697

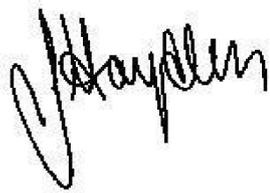
Committee Members' Report For the Period Ended 31 May 2015

2. Operating results and review of operations for the year

Operating result

The deficit of the Association for the financial period amounted to \$ 92,876, (2014: \$4,257).

Signed in accordance with a resolution of the Members of the Committee:



Committee member:

Jane Hayden



Committee member:

John Lewis

Dated 29 October 2015

Volunteering and Contact ACT Incorporated

ABN: 30 433 789 697

Statement of Profit or Loss and Other Comprehensive Income For the Period Ended 31 May 2015

		2015	2014
	Note	\$	\$
Revenue and Other Income	3	899,134	1,066,216
Volunteering Australia reimbursement		22,547	52,672
Administrative expenses		(27,446)	(29,994)
Marketing expenses		(10,459)	(4,116)
Employee costs		(588,453)	(660,034)
Direct funding costs		(141,065)	(125,354)
Rent	4	(184,922)	(193,237)
Other expenses		(39,665)	(57,738)
Volunteering Australia expense		(22,547)	(52,672)
Current Surplus/(Deficit)		(92,876)	(4,257)
Other comprehensive income			
Retained earnings transferred to Volunteering and Contact ACT		(258,065)	-
Retained earnings transferred from CONTACT Canberra		241,269	-
Other comprehensive income for the year, net of tax		(16,796)	-
Total comprehensive income for the year		(109,672)	(4,257)

The accompanying notes form part of these financial statements.

Volunteering and Contact ACT Incorporated

ABN: 30 433 789 697

Statement of Financial Position

As At 31 May 2015

	Note	2015 \$	2014 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	5	-	214,624
Trade and other receivables	6	-	80,785
Other assets	7	-	6,525
TOTAL CURRENT ASSETS		-	301,934
NON-CURRENT ASSETS			
Property, plant and equipment	8	-	5,555
TOTAL NON-CURRENT ASSETS		-	5,555
TOTAL ASSETS		-	307,489
LIABILITIES			
CURRENT LIABILITIES			
Accounts payables and other payables	9	-	54,432
Employee benefits	11	-	37,945
Income received in advance	10	-	105,440
TOTAL CURRENT LIABILITIES		-	197,817
NON-CURRENT LIABILITIES			
TOTAL LIABILITIES		-	197,817
NET ASSETS		-	109,672
EQUITY			
Retained Earnings		-	109,672
TOTAL EQUITY		-	109,672

The accompanying notes form part of these financial statements.

Volunteering and Contact ACT Incorporated

ABN: 30 433 789 697

Statement of Changes in Equity

For the Period Ended 31 May 2015

2015

	Retained Earnings
Note	\$
Balance at 1 July 2014	109,672
Deficit attributable to members of the entity	(92,876)
Other Comprehensive Income	
Retained earnings transferred from Contact ACT	241,269
Retained eaning transferred to Volunteering & Contact ACT	(258,065)
Balance at 31 May 2015	-

2014

	Retained Earnings
Note	\$
Balance at 1 July 2013	113,929
Profit attributable to members of the entity	(4,257)
Balance at 30 June 2014	109,672

The accompanying notes form part of these financial statements.

Volunteering and Contact ACT Incorporated

ABN: 30 433 789 697

Statement of Cash Flows For the Period Ended 31 May 2015

	2015	2014
Note	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from customers	889,087	1,261,913
Payments to suppliers and employees	(1,109,064)	(1,267,200)
Interest received	7,939	4,036
Net cash provided by (used in) operating activities	15 <u>(212,038)</u>	<u>(1,251)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchase equipment	<u>(2,586)</u>	(1,494)
Net cash used by investing activities	<u>(2,586)</u>	(1,494)
Net increase (decrease) in cash and cash equivalents held	(214,624)	(2,745)
Cash and cash equivalents at beginning of year	<u>214,624</u>	217,369
Cash and cash equivalents at end of the period	5 <u>-</u>	<u>214,624</u>

The accompanying notes form part of these financial statements.

Notes to the Financial Statements

For the Period Ended 31 May 2015

1 Summary of Significant Accounting Policies

(a) Basis of Preparation

The financial statements are general purpose financial statements that have been prepared in accordance with the Australian Accounting Standards, Australian Accounting Interpretations and *the Australian Charities and Not-for-profits Commission Act 2012*. The association is a not-for-profit entity for financial reporting purposes under the Australian Accounting Standards. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless otherwise stated.

The financial statements, except for the cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts in the financial statements have been rounded to the nearest dollar.

See Note 2 for Continuing Operations.

(b) Income Tax

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

(c) Plant and Equipment

Plant and equipment are measured on the cost basis less depreciation and impairment losses. Cost includes expenditure that is directly attributable to the asset. In the event the carrying amount of plant and equipment is greater than the estimated recoverable amount, the carrying amount is written down immediately to the estimated recoverable amount.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the association and the cost of the item can be measured reliably. All other repairs and maintenance are recognised in profit or loss during the financial period in which they are incurred.

Depreciation

The depreciable amount of all fixed assets including plant and equipment is depreciated on a straight-line basis over the asset's useful life commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable asset are shown below:

Fixed asset class	Depreciation rate
Plant and Equipment	20% - 33%

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of profit or loss and other comprehensive income.

Notes to the Financial Statements

For the Period Ended 31 May 2015

1 Summary of Significant Accounting Policies continued

(d) Financial instruments

Initial recognition and measurement

Financial instruments are subsequently measured at either fair value, amortised cost using the effective interest rate method, or cost. *Fair value* is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as the amount at which the financial asset or financial liability is measured at initial recognition less principal repayments and any reduction for impairment and adjusted for any cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest method.

The *effective interest method* is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

Financial Assets at fair value through profit or loss

Financial assets are classified at 'fair value through profit or loss' when they are either held for trading for the purpose of short-term profit taking, derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying value being included in profit or loss.

Loans and receivables

Loans and receivables are non derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost.

Loans and receivables are included in current assets, except for those which are not expected to mature within 12 months after the end of the reporting year.

Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturity. Investments are classified as held-to-maturity if it is the intention of the Association's management to hold them until maturity. They are subsequently measured at amortised cost. Any changes to the carrying amount of the investment are recognised in profit or loss.

Available-for-sale financial assets

Available-for-sale financial assets are non derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

Notes to the Financial Statements

For the Period Ended 31 May 2015

1 Summary of Significant Accounting Policies continued

(d) Financial instruments continued

Available-for-sale financial assets are included in non-current assets, except for those which are expected to be sold within 12 months after the end of the reporting period.

Financial liabilities

Non-derivative Financial liabilities other than financial guarantees are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process when the financial liability is derecognised.

Impairment

At the end of each reporting period, the Association assesses whether there is objective evidence that a financial asset has been impaired. A financial asset or a group of financial assets is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") that have occurred, which have an impact on the estimated future cash flows of the financial asset(s).

In the case of available for sale financial instruments, a significant or prolonged decline in the market value of the instrument is considered to constitute a loss event. Impairment losses are recognised in profit and loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

Derecognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expires or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are either discharged, cancelled or expired. The difference between the carrying value of the financial liability extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non cash assets or liabilities assumed, is recognised in profit or loss.

(e) Impairment of assets

At the end of each reporting period, the Association assesses whether there is any indication that an asset may be impaired. The assessment will consider both external and internal sources of information. 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 immediately recognised in profit or loss.

Where future economic benefits of the asset are not primarily dependent upon the asset's ability to generate net cash inflows and when the entity would, if deprived of the asset, replace its remaining future economic benefits, value in use is determined as the depreciated replacement cost of the asset.

Notes to the Financial Statements

For the Period Ended 31 May 2015

1 Summary of Significant Accounting Policies continued

(f) Employee Provisions

Short-term employee benefits

Provision is made for the Association's obligation for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service including wages and salaries. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled. From 1 July 2010 long service leave is paid to the ACT Long Service Leave Authority.

The Association's obligations for short-term employee benefits such as wages and salaries are recognised as part of current accounts payable and other payables in the statement of financial position.

Other Long-term employee benefits

Provision is made for employees' annual leave entitlements not expected to be settled wholly before 12 months after the end of the annual reporting period in which employees render related services. Other long-term employee benefits are measured at the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates approximating the terms of obligations. Any remeasurement of other long-term employee benefits obligations due to changes in assumptions are recognised in profit or loss in the periods in which the changes occur.

The Association's obligations for long-term employee benefits are presented as non-current liabilities in the statement of financial position, except where the association does not have an unconditional right to defer settlement for at least 12 months after the reporting date, in which case the obligations are presented as current liabilities.

(g) Cash and Cash Equivalents

Cash includes cash on hand and deposits held at call with banks.

(h) Accounts Receivable and Other Debtors

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from government organisations. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

(i) Revenue and other income

Non-reciprocal grant revenue is recognised in profit or loss when the Association obtains control of the grant and it is probable that an economic benefits gained from the grant will flow to the association and amount of grant can be measured reliably.

If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant revenue will be deferred until those conditions are satisfied.

Notes to the Financial Statements

For the Period Ended 31 May 2015

1 Summary of Significant Accounting Policies continued

(i) Revenue and other income continued

When grant revenue is received whereby the Association incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal contribution and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

Revenue from the sale of goods is recognised at the point of delivery as this corresponds to the transfer of significant risks and rewards of ownership of the goods and the cessation of all involvement in those goods.

Revenue from the provision of membership subscriptions is recognised upon receipt.

All revenue is stated net of the amount of Goods and Services Tax (GST).

(j) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of Goods and Services Tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payable are stated inclusive of GST. The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the statement of financial position.

Cash flows in the statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the ATO is classified as operating cash flows.

(k) Comparative Amounts

The current period is for 11 months ending on 31 May 2015. Comparative figures are for the 12 months ending on 30 June 2014.

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

Where the Association has retrospectively applied an accounting policy, made a retrospective restatement or reclassifies items in its financial statements, an additional statement of financial position as at the beginning of the earliest comparative period will be disclosed.

(l) Provisions

Provisions are recognised when the Association 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 recognised represent the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Notes to the Financial Statements

For the Period Ended 31 May 2015

1 Summary of Significant Accounting Policies continued

(m) Adoption of new and revised accounting standards

During the current period, the following standards became mandatory and have been adopted by the Association:

- AASB 13 *Fair Value Measurement*
- AASB 119 *Employee Benefits*

The accounting policies have been updated to reflect changes in the recognition and measurement of assets, liabilities, income and expenses and the impact of adoption of these standards is discussed below.

AASB 13 *Fair Value Measurement* does not change what and when assets or liabilities are recorded at fair value. It provides guidance on how to measure assets and liabilities at fair value, including the concept of highest and best use for non-financial assets. AASB 13 has not changed the fair value measurement basis for any assets or liabilities held at fair value.

AASB 119 *Employee Benefits* changes the basis for determining the income or expense relating to defined benefit plans and introduces revised definitions for short-term employee benefits and termination benefits.

The Association reviewed the annual leave liability to determine the level of annual leave which is expected to be paid more than 12 months after the end of the reporting period. Whilst this has been considered to be long-term employee benefits for the purpose of measuring the leave under AASB 119, the effect of discounting was not considered to be material and therefore has not been performed.

In accordance with the transition provisions in the standard, the comparative figures have been restated.

(n) New Accounting Standards and Interpretations

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods. The Association has decided against early adoption of these Standards. The following table summarises those future requirements, and their impact on the Association:

Standard Name	Effective date for entity	Requirements	Impact
AASB 9 Financial Instruments and amending standards AASB 2010-7 / AASB 2012-6	30 June 2016	Changes to the classification and measurement requirements for financial assets and financial liabilities. New rules relating to derecognition of financial instruments.	The impact of AASB 9 has not yet been determined as the entire standard has not been released.

2 Continuing Operations

The Committee of the merged entity Volunteering and Contact ACT Incorporated recommended to members and members agreed that as of 31 May 2015 the association should cease trading as an incorporated association under the Associations Incorporations Act (ACT) 1991 and reincorporate as a not-for-profit company limited by guarantee under the Corporations Act 2001. As a result of this restructure as of 31 May 2015 the net assets of \$258,065 as indicated in the Statement of Comprehensive Income were transferred to the new company limited by guarantee. While the existing entity will cease trading on 31 May 2015 assets and liabilities have been calculated on the basis of a going concern as all assets, liabilities and operations are transferred to the new entity that is a going concern.

Volunteering and Contact ACT Incorporated

ABN: 30 433 789 697

Notes to the Financial Statements

For the Period Ended 31 May 2015

3 Revenue and Other Income

	2015	2014
	\$	\$
Revenue and Other Income		
- Grant income	584,038	770,650
- Donations	177,134	194,314
- Member subscriptions	32,960	24,862
- Training income	21,660	19,668
- Other income	49,669	40,068
- Interest received	7,939	4,036
- Event income	25,733	12,618
	<u>899,133</u>	<u>1,066,216</u>

4 Result for the Year

Expenses

	2015	2014
	\$	\$
Depreciation	2,773	6,172
Audit	8,000	8,000
Rental expense	184,922	193,237

5 Cash and Cash Equivalents

	2015	2014
	\$	\$
Cash at bank	-	214,624
	<u>-</u>	<u>214,624</u>

Reconciliation of cash

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

	2015	2014
	\$	\$
Cash and Cash Equivalents	-	214,624

Volunteering and Contact ACT Incorporated

ABN: 30 433 789 697

Notes to the Financial Statements

For the Period Ended 31 May 2015

6 Accounts Receivable and Other Debtors

	2015	2014
	\$	\$
CURRENT		
Accounts receivable	-	80,785
Total current trade and other receivables	-	80,785

Credit risk

The Association has no significant concentration of credit risk with respect to any single counter-party or group of counterparties other than those receivables specifically provided for and mentioned within Note 6. The main source of credit risk to the Association is considered to relate to the class of assets described as 'trade and other receivables'.

The following table details the Association's trade and other receivables exposure to credit risk (prior to collateral and other credit enhancements) with ageing analysis and impairment provided for thereon. Amounts are considered as 'past due' when the debt has not been settled, within the terms and conditions agreed between the Association and the customer or counter-party to the transaction. Receivables that are past due are assessed for impairment by ascertaining solvency of the debtors and are provided for where there is objective evidence indicating that the debt may not be fully repaid to the Association.

The balances of receivables that remain within initial trade terms (as detailed in the table) are considered to be of high credit quality.

	Past due but not impaired (days overdue)						Within initial trade terms
	Gross amount	Past due and impaired	< 30	31-60	61-90	> 90	
	\$	\$	\$	\$	\$	\$	
2014							
Accounts receivable and other debtors	80,785	-	-	-	-	80,785	
Total	80,785	-	-	-	-	80,785	

(a) Collateral held as security

The Association does not hold any collateral over any receivables balances.

7 Other assets

	2015	2014
	\$	\$
Prepayments	-	6,525
	-	6,525

Volunteering and Contact ACT Incorporated

ABN: 30 433 789 697

Notes to the Financial Statements

For the Period Ended 31 May 2015

8 Plant and equipment

	2015	2014
	\$	\$
Plant and equipment		
At cost	-	36,068
Accumulated depreciation	-	(30,513)
Total plant and equipment	<u>-</u>	<u>5,555</u>
Total plant and equipment	<u>-</u>	<u>5,555</u>

Notes to the Financial Statements

For the Period Ended 31 May 2015

8 Plant and equipment continued

(a) Movements in carrying amounts of plant and equipment

Movement in the carrying amounts for each class of plant and equipment between the beginning and the end of the current financial period:

	Plant and Equipment	Motor Vehicles	Total
	\$	\$	\$
Period ended 31 May 2015			
Balance at the beginning of year	5,555	-	5,555
Additions	2,586	-	2,586
Depreciation expense	(2,772)	-	(2,772)
Volunteering & Contact ACT Limited	(5,369)	-	(5,369)
	Plant and Equipment	Motor Vehicles	Total
	\$	\$	\$
Period ended 31 June 2014			
Balance at the beginning of year	10,233	-	10,233
Additions	1,494	-	1,494
Depreciation expense	(6,172)	-	(6,172)
Balance at the end of the period	5,555	-	5,555

Volunteering and Contact ACT Incorporated

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Notes to the Financial Statements

For the Period Ended 31 May 2015

9 Accounts payable and other payables

	2015	2014
	\$	\$
CURRENT		
Trade payables	-	6,144
GST payable	-	23,257
Other payables	-	25,031
	<u>-</u>	<u>54,432</u>

(a) Financial liabilities at amortised cost classified as trade and other payables

	2015	2014
	\$	\$
Accounts payables and other payables	-	54,432
Financial liabilities as trade and other payables	16 -	54,432

10 Income received in advance

	2015	2014
	\$	\$
CURRENT		
Government grants	-	73,250
Membership in advance	-	32,190
Total	<u>-</u>	<u>105,440</u>

11 Employee Provisions

	2015	2014
	\$	\$
Current liabilities		
Employee provisions - employee leave entitlements	-	37,945
	<u>-</u>	<u>37,945</u>

Volunteering and Contact ACT Incorporated

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Notes to the Financial Statements

For the Period Ended 31 May 2015

12 Capital and Leasing Commitments

(a) Operating Leases

	2015	2014
	\$	\$
Minimum lease payments under non-cancellable operating leases:		
- not later than one year	-	4,668

Operating leases have been have been taken out for the hire of the photocopier.

13 Events Occurring After the Reporting Date

See Note 2 re transfer of operations to company limited by guarantee.

14 Related Party Transactions

(a) Key Management Personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the association, directly or indirectly, including its committee members, is considered a key management personnel:

	2015	2014
	\$	\$
Short-term employee benefits	161,252	137,449
Long-term benefits	15,114	13,965
	<u>176,366</u>	<u>151,414</u>

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Notes to the Financial Statements

For the Period Ended 31 May 2015

15 Cash Flow Information

(a) Reconciliation of result for the year to cash flows from operating activities

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

	2015	2014
	\$	\$
Profit for the year	(92,876)	(4,257)
Cash flows excluded from profit attributable to operating activities		
Non-cash flows in profit:		
- depreciation	2,772	6,172
- fixed assets transferred to Volunteering & Contact ACT Limited	5,369	-
- retained earnings transferred to Volunteering & Contact Limited	(16,796)	-
Changes in assets and liabilities, net of the effects of purchase and disposal of subsidiaries:		
- (increase)/decrease in accounts receivable and other debtors	80,785	55,580
- (increase)/decrease in prepayments	6,525	(5,118)
- increase/(decrease) in income in advance	(105,440)	28,156
- increase/(decrease) in accounts payable and other payables	(54,432)	(68,788)
- increase/(decrease) in provisions	(37,945)	(12,996)
Cashflow from operations	<u>(212,038)</u>	<u>(1,251)</u>

16 Financial Risk Management

The main risks Volunteering and Contact ACT Incorporated is exposed to through its financial instruments are credit risk, liquidity risk and market risk consisting of interest rate risk.

The Association's financial instruments consist mainly of deposits with banks, accounts receivable and payable.

The totals for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to these financial statements, are as follows:

		2015	2014
		\$	\$
Financial Assets			
Cash and Cash Equivalents	5	-	214,624
Accounts receivables and other receivables	6	-	80,785
Total financial assets		<u>-</u>	<u>295,409</u>
Financial Liabilities			
Accounts payables and other payables	9	-	54,432
Total financial liabilities		<u>-</u>	<u>54,432</u>

Financial risk management policies

The Committee has overall responsibility for the establishment of Volunteering and Contact ACT Incorporated's financial risk management framework.

Notes to the Financial Statements

For the Period Ended 31 May 2015

16 Financial Risk Management continued

Financial risk management policies continued

Risk management policies and systems are reviewed regularly to reflect changes in market conditions and Volunteering and Contact ACT Incorporated's activities.

The day-to-day risk management is carried out by Volunteering and Contact ACT Incorporated's finance function under policies and objectives which have been approved by the Committee. The Financial Officer has been delegated the authority for designing and implementing processes which follow the objectives and policies.

The Committee receives monthly reports which provide details of the effectiveness of the processes and policies in place.

Volunteering and Contact ACT Incorporated does not actively engage in the trading of financial assets for speculative purposes nor does it write options.

Mitigation strategies for specific risks faced are described below:

Specific financial risk exposures and management

The main risks Volunteering and Contact ACT Incorporated is exposed to through its financial instruments are credit risk, liquidity risk and market risk consisting of interest rate risk.

(a) Credit risk

Exposure to credit risk relating to financial assets arises from the potential non-performance by counterparties of contract obligations that could lead to a financial loss to Volunteering and Contact ACT Incorporated and arises principally from Volunteering and Contact ACT Incorporated's receivables.

Credit risk exposures

The maximum exposure to credit risk by class of recognised financial assets at the end of the reporting period, excluding the value of any collateral or other security held, is equivalent to the carrying value and classification of those financial assets (net of any provisions) as presented in the statement of financial position.

The Association has no significant concentration of credit risk with any single counterparty or group of counterparties. Accounts receivable and other debtors that are neither past due or impaired are considered to be of high credit quality. Aggregates of such amounts are as detailed at Note 5.

(b) Liquidity risk

Liquidity risk arises from the possibility that Volunteering and Contact ACT Incorporated might encounter difficulty in settling its debts or otherwise meeting its obligations related to financial liabilities. The Association manages this risk through the following mechanisms:

- preparing forward-looking cash flow analysis in relation to its operational, investing and financial activities which are monitored on a monthly basis;
- monitoring undrawn credit facilities;
- obtaining funding from a variety of sources;

Notes to the Financial Statements

For the Period Ended 31 May 2015

16 Financial Risk Management continued

(b) Liquidity risk continued

- managing credit risk related to financial assets;
- only investing surplus cash with major financial institutions.

The table below reflect an undiscounted contractual maturity analysis for financial liabilities.

The timing of cash flows presented in the table to settle financial liabilities reflects the earliest contractual settlement dates and does not reflect management's expectations that banking facilities will be rolled forward. The amounts disclosed in the table are the undiscounted contracted cash flows and therefore the balances in the table may not equal the balances in the statement of financial position due to the effect of discounting.

Financial liability maturity analysis - Non-derivative

The timing of expected outflows is not expected to be materially different from contracted cashflows.

Volunteering and Contact ACT Incorporated

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Notes to the Financial Statements

For the Period Ended 31 May 2015

16 Financial Risk Management continued

The table/s below reflect maturity analysis for financial assets.

	Floating Interest Rate 2014 \$	Total 2014 \$
Financial assets - cash flows realisable		
Cash and cash equivalents	214,624	214,624
Accounts receivables and other receivables	80,785	80,785
Total anticipated outflows	<u>295,409</u>	<u>295,409</u>

The table/s below reflect an undiscounted contractual maturity analysis for financial liabilities.

Financial guarantee liabilities are treated as payable on demand since Volunteering and Contact ACT Incorporated has no control over the timing of any potential settlement of the liabilities.

The timing of cash flows presented in the table to settle financial liabilities reflects the earliest contractual settlement dates and does not reflect management's expectations that banking facilities will be rolled forward. The amounts disclosed in the table are the undiscounted contracted cash flows and therefore the balances in the table may not equal the balances in the statement of financial position due to the effect of discounting.

Financial liability maturity analysis - Non-derivative

	Within 1 Year		Total
	2015	2014	2014
	\$	\$	\$
Financial liabilities due for payment			
Accounts payable and other payables (excluding estimated annual leave)	-	54,432	54,432
Income received in advance	-	105,440	105,440
Total contractual outflows	<u>-</u>	<u>159,872</u>	<u>159,872</u>

The timing of expected outflows is not expected to be materially different from contracted cashflows.

Notes to the Financial Statements

For the Period Ended 31 May 2015

16 Financial Risk Management continued

(c) Market risk

i. Interest rate risk

Exposure to interest rate risk arises on financial assets and financial liabilities recognised at the end of the reporting period, whereby a future change in interest rates will affect future cash flows or the fair value of fixed rate financial instruments.

Sensitivity analysis

The following table illustrates sensitivities to Volunteering ACT Incorporated's exposures to changes in interest rates. The table indicates the impact on how profit and equity values reported at the end of the reporting year would have been affected by changes in the relevant risk variable that management considers to be reasonably possible. These sensitivities assume that the movement in a particular variable is independent of other variables.

	Profit	Equity
	\$\$	\$
2015		
+/- 2% in interest rates	-	11,794
2014		
+/- 2% in interest rates	-	4,292

Net fair values

Fair value estimation

The fair values of financial assets and financial liabilities are presented in the following table and can be compared to their carrying values as presented in the statement of financial position. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

	2015		2014	
	Net Carrying	Net Fair value	Net Carrying	Net Fair value
	Value	Value	Value	Value
	\$	\$	\$	\$
Financial assets				
Cash and cash equivalents	-	-	214,624	214,624
Accounts receivable and other debtors	-	-	80,785	80,785
Total financial assets	-	-	295,409	295,409
Financial liabilities				
Accounts payable and other payables	-	-	54,432	54,432
Grants	-	-	73,250	73,250
Membership in Advance	-	-	32,190	32,190
Total financial liabilities	-	-	159,872	159,872

Volunteering and Contact ACT Incorporated

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Notes to the Financial Statements

For the Period Ended 31 May 2015

17 Economic Dependence

The Association is largely assisted in its activities by operating grants provided by the Territory Government. At the date of this report, the members of the committee had no reason to believe that the Territory Government would not continue to provide support to Volunteering ACT and Contact Incorporated.

18 Association Details

The registered office & principal place of business of the association is:
Volunteering and Contact ACT Incorporated
Level 2, 202 City Walk
CANBERRA ACT 2601

Volunteering and Contact ACT Incorporated

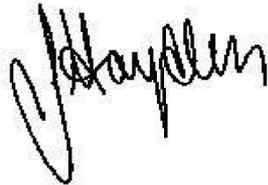
ABN: 30 433 789 697

Statement by Members of the Committee

In the opinion of the committee the financial report as set out on pages 4 to 24:

1. Present fairly the financial position of Volunteering and Contact ACT Incorporated as at 31 May 2015 and its performance for the year ended on that date in accordance with Australian Accounting Standards (including Australian Accounting Interpretations) of the Australian Accounting Standards Board.
2. At the date of this statement, there are reasonable grounds to believe that Volunteering and Contact ACT 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:



Committee member

Jane Hayden



Committee member

John Lewis

Dated 29 October 2015

Volunteering and Contact ACT Incorporated

ABN: 30 433 789 697

Independent Audit Report to the members of Volunteering and Contact ACT Incorporated

Report on the Financial Report

We have audited the accompanying financial report of Volunteering and Contact ACT Incorporated, which comprises the statement of financial position as at 31 May 2015, 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 of members of the committee on the annual statements giving a true and fair view of the financial position and performance of the Association.

Committee's Responsibility for the Financial Report

The Committee of the Association is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including Australian Accounting Interpretations) and the *Associations Incorporations Act (ACT) 1991*, and for such internal control as management determines is necessary to enable the preparation and fair presentation of the 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 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 management, as well as evaluating the overall presentation of the financial report.



Volunteering and Contact ACT Incorporated

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Independent Audit Report to the members of Volunteering and Contact ACT Incorporated

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 Volunteering and Contact ACT Incorporated as at 31 May 2015 is in accordance with the requirements of the *Association Incorporations Act 1991 (ACT)*.

- i. giving a true and fair view of the Association's financial position as at 30 June 2014 and of its performance for the year ended on that date; and
- ii. complying with Australian Accounting Standards.

Report on Other Legal and Regulatory Requirements

In our opinion, the financial report has been prepared in accordance with *Div 60 of The Australian Charities and Not-for-profits Commission Act 2012*.

Hardwickes

Hardwickes
Chartered Accountants



Robert Johnson FCA
Partner

Canberra, ACT 29 October 2015

Volunteering and Contact ACT Incorporated

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For the Year Ended 31 May 2015

Chief Executive Officer's Declaration

The Chief Executive Officer of Volunteering and Contact ACT Incorporated declares that:

- the financial records of Volunteering and Contact ACT Incorporated for the financial year ended 31 May 2015 have been properly maintained in accordance with the *Australian Charities and Not-for-profits Commission Act 2012*;
- the financial statements, and the notes comply with the Australian Accounting Standards;
- the financial statements, and notes give a true and fair view;
- other matters prescribed by the regulations in relation to the financial statements, and the notes for the financial year are satisfied.

This declaration is made by:

Chief Executive Officer

Name: Maureen Cane

Signature: 

Dated: 29 October 2015