



## 2017 – 2018 ANNUAL REPORT

**Leichhardt Community Transport Group Inc.**



## Our Vision

A community in which all individuals and groups have access to appropriate transport options in order to fully enable their participation, development and well-being within the community.

## Our Purpose

To provide and promote safe and affordable transport services, that fully enable all individuals and groups to maintain or achieve their independence and quality of life within their community.

## Our Values

**Equity** – services accessible to – and utilised by – all those in need of them, irrespective of age, gender, cultural or religious affiliation, sexual orientation, mental or physical ability.

**Safety and wellbeing** – striving to ensure the safety and to enhance the wellbeing of our organisation's workers, clients and the wider community.

**Quality** – best practice services responsive to new demands, opportunities and innovations.

**Resilience** – the maintenance of high quality community transport options for the future through strategic planning, advocacy and networking.

**Collaboration** – engaging our clients and the community in service planning, and working collaboratively with community and government organisations to build the regional capacity of community transport.

**Integrity and compliance** – transparent governance, legally compliant administration and ethically sound practice.

**Sustainability** – developing ecologically sustainable transport options for the community.

*Leichhardt Community Transport Group Inc acknowledges the Gadigal and Wangal peoples of the Eora nation on whose land LCTG works. We pay respect to their Elders past and present and to all Aboriginal and Torres Strait Islanders.*

## OUR HISTORY

Leichhardt Community Transport Group Inc. (LCTG) has been delivering community transport services since 1983 and over the years has expanded and adapted its services to meet the needs of local communities. In the 2017/18 financial year, we provided over 30,000 trips to approximately 2,000 clients. Our services include individual and group transport options to hospitals, appointments, and shops; shopping buses and outings; shuttle services; and social/recreational outings.

LCTG has a staff team of around eighteen drivers and bus assistants, resourced by a team of around five office-based staff providing client liaison, scheduling, service coordination, fleet management, administration, and management.

The governing body LCTG is a skills-based volunteer Management Committee comprised of individuals with relevant expertise and a strong commitment to locally based community transport services.

LCTG is currently funded by the Commonwealth Department of Social Services; NSW Department of Family and Community Services, Ageing Disability and Home Care; and Transport for NSW (TfNSW).

## ABOUT US

LCTG is a not-for-profit organisation, providing low-cost individual and group transport services for transport disadvantaged people living in the former Local Government Areas of Leichhardt and Marrickville. Our services are aimed at those who cannot use public transport due to frailty, disability or other access issues, and who do not have access to other affordable options. Through the delivery of a range of tailored transport options, LCTG enables people to participate in community life and social activities, and remain as active and independent as possible.

We believe in equal access so everyone can access the facilities and services they need.

We provide services for people living in the former Leichhardt and Marrickville Local Government Areas (now part of the Inner West Council). These include the suburbs of Annandale, Balmain, Birchgrove, Leichhardt, Lilyfield, Rozelle, part of Camperdown (part located within City of Sydney), Dulwich Hill, Enmore, Lewisham, Marrickville, a small part of Mascot (mostly located within the city of Botany Bay), part of Newtown (part located within City of Sydney), Petersham, Stanmore, Sydenham and Tempe.

NSW Community Transport services in NSW are determined by where you live or as allocated by My Aged Care assessors.

Our services are funded under two different programs;

- The Commonwealth Home Support Program (CHSP), and
- The Community Transport Program (CTP)

Clients also contribute to the cost of service.

## OUR PEOPLE

### Management Committee

Name	Position	Dates acted (if not for whole year)
Simon Emsley	President	
Aoife McEldowney	Vice President	
Frank Breen	Treasurer	
Shirley Cho		
Bryn Hutchinson		Resigned 17 April 2018
Cecilia March		
Natalie Romeo		
Charles Watson		

### Employees

Name	Position	Dates acted (if not for whole year)
Brett Andrews	Executive Officer	From February 2018
Kevin Barwick	Accounts Officer (PT)	
Julie Saunders	Service Coordinator (and acting Executive Officer)	Acting Executive Officer to February 2018
Bich Letran	Senior Scheduler	
Michael Frey	Fleet Coordinator	From April 2018
Matthew Reilly	Scheduler	
Kerry Muldoon	Intake Officer (PT)	
Heather McPherson	Scheduler (PT)	From March 2018
Robert Finlay	Driver	
Michael Frey	Driver (and acting Fleet Coordinator)	To April 2018
Glenn Rapaport	Driver	
Raymond Srouer	Driver	
Andrew Tate	Driver	
Susan Tozer	Driver (PT)	From May 2018
Simon Bennetts	Casual Driver	
Scott Kilpatrick	Casual Bus Assistant	
Yi Ming (Karen) Leong	Casual Bus Assistant	
Heather McPherson	Casual Bus Assistant	
Kerry Muldoon	Casual Bus Assistant	
Devasenapathy (Dev) Periyaswamy	Casual Driver and Bus Assistant	
Susan Tozer	Casual Driver	To May 2017
Gordon Watson	Casual Driver	
Bernard Wheatley	Casual Driver	
Robin Wicks	Casual Driver	

### Volunteers

Name	Position	Dates acted (if not for whole year)
Julius Grafton	Driver	

## **STRUCTURE & MANAGEMENT**

Leichhardt Community Transport Group Inc. is an association registered in NSW under the Associations Incorporation Act (2009). It is also registered with the Australian Charities and Not-for-profits Commission (ACNC).

Leichhardt Community Transport Group Inc. has an elected Management Committee who oversee the strategic direction and performance of the organisation. The Management Committee is comprised of individuals with relevant expertise and a strong commitment to locally - based community transport services.

The Executive Officer reports to the Management Committee. The Executive Officer is responsible for a team of around eighteen drivers and bus assistants, resourced by a team of around five office-based staff providing client liaison, scheduling, service coordination, fleet management, and administration services to around 2,000 clients.

## PRESIDENT'S REPORT

It is with pleasure that I present Leichhardt Community Transport Group Inc. (LCTG) President's Report for the 2017 – 2018 financial year.

Our organisation continues to provide an enriching, community building service to its clients in the inner west, primarily in the former Leichhardt and Marrickville Local Government Areas. While a relatively small organisation when compared to other metropolitan community transport providers particularly our neighbouring services, I am pleased to note that we punch well above our weight in terms of customer satisfaction. Research shows our client satisfaction and trust levels exceed industry benchmarks. This is testament to the dedication and care of the staff of LCTG.

While 2017 – 2018 has been relatively stable, there were some challenges along the way.

Through 2017 – 2018, the Executive Officer Michael Doyle was largely absent through illness, eventually retiring in late 2017 due to ill health. I would like to take this opportunity to acknowledge Michael's contribution during his five-year tenure with LCTG.

Through this challenging time, the Service Coordinator Julie Saunders, was instrumental in keeping the organisation functioning on a day to day basis. I thank Julie for her contribution to LCTG over many years and particularly for her willingness to step up as acting Executive Officer under difficult circumstances.

This year also saw LCTG begin to use the C-TABS booking and client management system, popularly known as RouteMatch. Use of the system was mandated under our community transport services contract with TfNSW. The system is acknowledged to have some issues and LCTG, like many other community transport providers had a bumpy ride with RouteMatch earlier this year. I am pleased to say that LCTG is now functioning effectively although as an organisation, there is still some work to do in optimising RouteMatch so it best meets our needs.

In February 2018, Leichhardt Community Transport Group Inc. was fortunate to engage a new Executive Officer, Brett Andrews. Brett has been working closely with the Management Committee on Strategic and Business Plans for the three-year period 2017 - 2020. These are now in place and Brett and his team are confidently working toward our strategic goals. You can find these goals in this report.

After a period of higher than desirable Management Committee membership turnover, I have been fortunate to work with a stable, primarily skills based Management Committee over the last 12 months. It is a diverse group united in their commitment to locally-based community transport services. I thank my colleagues on the Management Committee for their dedication and commitment

I would like to acknowledge LCTG staff. We have a team of around eighteen drivers and bus assistants, resourced by a team of around five office-based staff who provide client liaison, scheduling, service coordination, fleet management, and administration services to our clients.

Providing mobility services is simple. Providing community transport services however is a surprisingly complex business, increasingly so as compliance measures increase year on year.

Despite this, LCTG staff continue to deliver exemplary, trustworthy, safe and reliable services to our community. On behalf of my colleagues on the Management Committee and clients, I thank the staff (and volunteers from time to time) of LCTG.

Before I close, I acknowledge the continued funding of our service by the NSW and Commonwealth Governments without which we would not survive.

Finally, I would like to acknowledge our clients. Your zest for life, your smarts, humour and resilience are a great joy to all of us at LCTG.

Simon Emsley  
President

## EXECUTIVE OFFICER'S REPORT

It is with pleasure that I write my Executive Officer's report for the 2017 – 2018 financial year.

I started with LCTG in mid-February 2018. Since then, I have thrown myself into understanding community transport. As the President noted in his report, mobility services are simple, community transport is complex.

As you may be aware, LCTG has adopted a strategic plan for the period 2017 – 2020. It is my role as Executive Officer to implement this plan. The operating environment is complex and community transport carries a large compliance burden. LCTG is fortunate in that it has a committed Management Committee, dedicated, skilled and caring staff, supportive community stakeholders and a healthy balance sheet.

I have had the opportunity of speaking with a number of our clients. What a diverse and interesting group they are! One of the benefits of my role is that I am exposed to a diversity of opinion and views on the organisation and its direction – our clients are not short of an opinion or a suggestion! But this is what it is all about – our clients are members of our local community and their views contribute and matter to me and to LCTG as a community-based organisation.

Community transport is a complex environment especially for newcomers to the sector. I would like to acknowledge my LCTG colleagues for assisting me in understanding LCTG, the business, and community transport operations generally, particularly Julie Saunders and Kevin Barwick. Colleagues in other community transport organisations have also been very generous with their time and support and I express my appreciation for this. Such generosity reflects very well on the community transport sector.

Finally, I would like to thank President Simon Emsley and his colleagues on the Management Committee for the opportunity to manage LCTG and lead it as its Executive Officer into the future.

Brett Andrews  
Executive Officer



## OUR OBJECTIVES AND ACTIVITIES

Strategic Objectives	Success Indicators
<b>1. Transport services that achieve positive social outcomes</b>	<ul style="list-style-type: none"> <li>• Effective and efficient delivery of transport services</li> <li>• Active community engagement that leads to responsive service delivery</li> <li>• Effective service delivery partnerships</li> <li>• Services delivered with a wellness and reablement focus</li> <li>• Information and data that demonstrates positive social outcomes</li> <li>• Evidence of continual quality improvement in service delivery</li> </ul>
<b>2. Long-term financial viability</b>	<ul style="list-style-type: none"> <li>• Sustaining current programs and service levels within budgetary constraints</li> <li>• Business, financial and asset management plans with clear, achievable targets for sustainability and growth</li> <li>• A diverse revenue base which includes independent income</li> <li>• A marketing strategy that supports business plans and goals</li> <li>• Effective financial management systems</li> </ul>
<b>3. Organisational and workforce capacity to achieve strategic objectives</b>	<ul style="list-style-type: none"> <li>• A sustainable organisational structure</li> <li>• A skilled, supported, and engaged paid and volunteer workforce</li> <li>• Information and communication technology that is efficient and effective</li> <li>• Efficient and effective organisational systems</li> <li>• Suitable, secure premises</li> <li>• Compliance with regulatory, quality, and safety requirements and standards</li> </ul>
<b>4. Skilled, capable, and ethical governance</b>	<ul style="list-style-type: none"> <li>• Clearly articulated organisation Vision, Values and Purpose</li> <li>• A robust, ethical governance framework</li> <li>• A Board of Management comprised of suitably skilled individuals</li> <li>• Effective governance of risk, quality and compliance.</li> </ul>

## TREASURER'S REPORT

As the Treasurer of Leichhardt Community Transport Group Inc. it gives me great pleasure to present the organisation's financial statements for the 2017 – 2018 financial year.

There was a surplus of \$82,754 in 2018 compared to a deficit of \$8,785 in 2017.

Total income from all sources in 2018 was \$1,651,541, an increase of \$98,955 over 2017. This increase consisted primarily of state and commonwealth grant income. The introduction of the NDIS and changes to Commonwealth Home Support Scheme have resulted in smaller grant income growth than we would like.

Total expenditure was \$1,561,788, an increase of just \$416 over 2017. While this is pleasing, the primary reason for this was lower salary expenditure as staff positions were unfilled for some of the year. Our administration costs though were well controlled, increasing by just \$7,385 over 2017.

The balance sheet at 30 June 2018 shows net assets of \$1,567,228, reflecting the organisation's sound financial position.

In May 2017, the Management Committee determined to invest a modest amount of this surplus in furtherance of the organisation's strategic goals in the 2018 – 2019 financial year.

As Treasurer, I would like to thank the President and my other colleagues on the Management Committee for their contribution and support. I would also like to thank the staff of LCTG who have assisted me in my role as Treasurer: Kevin Barwick, Julie Saunders and Brett Andrews.

Francis Breen  
Treasurer

**LEICHHARDT COMMUNITY TRANSPORT GROUP INC.**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2018**

# **LEICHHARDT COMMUNITY TRANSPORT GROUP INC.**

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# C M PITT & CO

*Chartered Accountants*

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## AUDITOR'S INDEPENDENCE DECLARATION

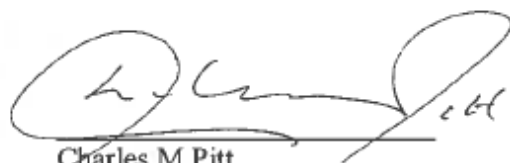
### LEICHHARDT COMMUNITY TRANSPORT GROUP INC.

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As lead auditor for the audit of Leichhardt Community Transport Group Inc. for the year ended 30 June 2018, I declare that to the best of my knowledge and belief, there have been:

- (i) no contraventions of the auditor independence requirements of the Section 60-40 of the Australian Charities and Not for profits Commission Act 2012 in relation to the audit ;  
and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

This declaration is in respect of Leichhardt Community Transport Group Inc. during the period.



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

Dated: August 2018



*Liability is limited by a scheme approved under Professional Standards Legislation*

**LEICHHARDT COMMUNITY TRANSPORT GROUP INC.**  
**Committee Report**

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Your Committee members submit the financial statements of LEICHHARDT COMMUNITY TRANSPORT GROUP INC. for the financial year ended 30 June 2018.

**COMMITTEE MEMBERS**

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

Simon Emsley	President
Aoife mcEldowney	Vice President
Frank Breen	Treasurer
Cecilia March	Committee Member
Shirley Cho	Committee Member
Cecilia March	Committee Member
Natalie Romeo	Committee Member
Charles Watson	Committee Member
 Brett Andrews	 Executive Officer

**PRINCIPLE ACTIVITIES**

The principle activities of the Association during financial year were to provide transport options to members of Leichhardt and Marrickville Local Government Areas who are unable or find it difficult to access public or private transport.


**SIGNIFICANT CHANGES**

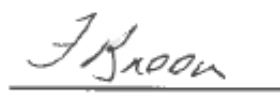
No significant change in the nature of these activities occurred during the year.

**OPERATING RESULT**

The profit on operating and non-operating activities for the year was \$82,754.38

Signed in accordance with a resolution of the members of the Committee.

  
**Simon Emsley**  
President

  
**Francis Breen**  
Treasurer

Dated: 20 August 2018

**LEICHHARDT COMMUNITY TRANSPORT GROUP INC.**  
**Income Statement**  
**For the year ended 30 June 2018**

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	2018 \$	2017 \$
<b>INCOME</b>		
Grants		
- Transport for NSW DOSS (Recurrent)	1,113,259.71	1,097,941.73
- NSW Community Transport Program (Recurrent)	99,944.50	130,209.28
- Transport for NSW - ADHC (Recurrent)	86,257.43	87,863.41
- Growth Assistance	80,362.07	5,829.83
- NSW Community Transport Program (Non Recurrent)	38,653.65	29,151.31
- HACC Transition fund	30,000.00	-
Total Grants	<u>1,448,477.36</u>	<u>1,350,995.56</u>
<b>OTHER INCOME</b>		
Interest received	32,286.85	31,757.35
Membership Fees	765.46	567.46
Bus Hire & Fares	161,948.22	163,848.90
Profit on sale of Motor Vehicle	6,692.80	-
Donations	226.65	89.20
Reimbursements & Refunds	1,144.00	5,327.70
Total Other Income	<u>203,063.98</u>	<u>201,590.61</u>
<b>TOTAL INCOME</b>	<u><b>1,651,541.34</b></u>	<u><b>1,552,586.17</b></u>
<b>EXPENDITURE</b>		
- Wages	1,024,071.85	1,004,669.49
- Superannuation	92,023.04	90,947.68
- Employee Benefits - Leave Entitlements	(19,078.50)	(15,061.43)
- Workers Compensation	18,170.65	15,615.10
- Staff Uniforms	-	2,218.00
	<u>1,115,187.04</u>	<u>1,098,388.84</u>
Service Subsidies		
- Bus/Car Expenses	<u>99,022.08</u>	<u>122,788.61</u>
Administration Expenses		
- Advertising	1,022.27	519.09
- Audit Fees	5,000.00	5,000.00
- Bank Charges	1,341.80	1,320.96
- Cleaning & Waste Removal	6,700.00	6,893.99
- Consultancy	10,050.00	2,500.00
- Electricity	7,270.57	7,113.44
- Depreciation	59,801.58	61,783.30
- Equipment & Computer Software	24,161.18	15,494.67

**LEICHHARDT COMMUNITY TRANSPORT GROUP INC.**  
**Income Statement**  
**For the year ended 30 June 2018**

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	2018 \$	2017 \$
<b>EXPENDITURE (cont'd)</b>		
- Insurance	3,129.36	3,123.00
- Printing, Postage & Stationery	22,801.24	14,979.96
- GIW Expenses	45,362.86	69,475.85
- Meeting Expenses	2,336.03	764.91
- Rates and taxes	608.34	1,062.58
- Rent	105,104.52	100,704.62
- Recruitment	862.50	933.00
- Telephone	10,071.04	11,140.61
- Repairs & Maintenance	4,704.24	1,328.64
- Subscriptions & Training	12,292.37	14,967.75
- Staff Amenities	8,587.35	8,918.21
- Office Expenses	538.49	874.33
- Other Staff Expenses	2,097.67	700.56
- Volunteer Expenses	1,050.00	747.20
- Client Support	12,686.42	9,847.91
	<u>347,579.83</u>	<u>340,194.58</u>
<b>TOTAL EXPENSES</b>	<b><u>1,561,788.95</u></b>	<b><u>1,561,372.03</u></b>
<b>OPERATING SURPLUS FROM ORDINARY ACTIVITIES</b>	<b>89,752.39</b>	<b>(8,785.86)</b>
<b>APPROPRIATION OF SURPLUS:</b>		
Vehicle Replacement	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
<b>TOTAL OPERATING SURPLUS</b>	<b><u>89,752.39</u></b>	<b><u>(8,785.86)</u></b>

The accompanying Notes form part of these financial statements.



**LEICHHARDT COMMUNITY TRANSPORT GROUP INC**  
**Balance Sheet**  
**As At 30 June 2018**

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	Note	2018 \$	2017 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	2	1,437,276.56	1,373,301.40
Receivables	3	16,547.54	9,347.73
Prepayments	4	52,669.61	16,819.25
<b>TOTAL CURRENT ASSETS</b>		<u>1,506,493.71</u>	<u>1,399,468.38</u>
<b>NON-CURRENT ASSETS</b>			
Motor vehicles, Furniture and Fittings	5	279,119.84	302,198.62
<b>TOTAL NON-CURRENT ASSETS</b>		<u>279,119.84</u>	<u>302,198.62</u>
<b>TOTAL ASSETS</b>		<u>1,785,613.55</u>	<u>1,701,667.00</u>
<b>CURRENT LIABILITIES</b>			
Payables	6	104,324.94	61,052.28
Income in Advance	7	30,000.00	60,000.00
Provisions	8	46,935.75	67,092.48
<b>TOTAL CURRENT LIABILITIES</b>		<u>181,260.69</u>	<u>188,144.76</u>
<b>NON-CURRENT LIABILITIES</b>			
Provisions	8	37,124.06	36,045.83
<b>TOTAL NON-CURRENT LIABILITIES</b>		<u>37,124.06</u>	<u>36,045.83</u>
<b>TOTAL LIABILITIES</b>		<u>218,384.75</u>	<u>224,190.59</u>
<b>NET ASSETS</b>		<u>1,567,228.80</u>	<u>1,477,476.41</u>
<b>EQUITY</b>			
Vehicle Replacement Fund		1,040,005.00	1,040,005.00
Capital Contribution/Transfer		161,032.42	161,032.42
Retained earnings at the beginning of the year		276,438.99	285,224.85
Current Earnings		89,752.39	(8,785.86)
<b>TOTAL EQUITY</b>		<u>1,567,228.80</u>	<u>1,477,476.41</u>

The accompanying Notes form part of these financial statements.

**LEICHHARDT COMMUNITY TRANSPORT GROUP INC**  
**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE YEAR ENDED 30 JUNE 2018**

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	Share capital	Retained earnings	Reserves	Total
<b>Balance at 1 July 2016</b>	<b>1,040,005.00</b>	<b>285,224.85</b>	<b>161,032.42</b>	<b>1,486,262.27</b>
Profit/(Loss) for the year	-	(8,785.86)	-	(8,785.86)
Other comprehensive income	-	-	-	-
<b>Total comprehensive income for the year</b>	<b>-</b>	<b>(8,785.86)</b>	<b>-</b>	<b>(8,785.86)</b>
<b>Balance at 30 June 2017</b>	<b>1,040,005.00</b>	<b>276,438.99</b>	<b>161,032.42</b>	<b>1,477,476.41</b>
Profit for the year	-	89,752.39	-	89,752.39
Other comprehensive income	-	-	-	-
<b>Total comprehensive income for the year</b>	<b>-</b>	<b>89,752.39</b>	<b>-</b>	<b>89,752.39</b>
<b>Balance at 30 June 2018</b>	<b>1,040,005.00</b>	<b>366,191.38</b>	<b>161,032.42</b>	<b>1,567,228.80</b>

The accompanying Notes form part of these financial statements.

**LEICHHARDT COMMUNITY TRANSPORT GROUP INC**  
**Notes to and forming part of the Financial Statements**  
**For the year ended 30 June 2018**

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**Note 1** This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act N.S.W. The committee has determined that the Association is not a reporting entity.

The financial report has been prepared on an accrual basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

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

**(a) Depreciation of Property, Plant and Equipment**

Property, plant and equipment are carried at cost. All items of property, plant and equipment are depreciated over their estimated useful lives commencing from the time asset is held ready for use. Profits and losses on disposal of plant and equipment are taken into account in determining the result for the year.

**(b) Employee Benefits**

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

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

**(C) Comparative Figures**

When necessary comparative figures have been adjusted to conform with changes in presentation in the current years

	2018 \$	2017 \$
<b>Note 2 Cash Assets</b>		
Cheque account	101,441.14	25,810.73
Bank guarantee	47,599.45	46,484.11
Investment account	1,284,782.55	1,296,405.90
Visa Debit Card	3,076.42	4,100.66
Petty cash	377.00	500.00
	<u>1,437,276.56</u>	<u>1,373,301.40</u>
<b>Note 3 Receivables</b>		
Accrued Interest	12,880.23	4,354.75
Trade and other debtors	3,667.31	4,992.98
	<u>16,547.54</u>	<u>9,347.73</u>

**LEICHHARDT COMMUNITY TRANSPORT GROUP INC**  
**Notes to and forming part of the Financial Statements**  
**For the year ended 30 June 2018**

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(cont'd)	2018 \$	2017 \$
<b>Note 4 Prepayments</b>		
Insurances prepaid	52,669.61	16,819.25
<b>Note 5 Motor vehicles, Furniture and Fittings</b>		
Honda Odyssey at cost - CDF 15D	-	40,084.27
less: accumulated depreciation	-	(35,582.28)
	-	4,501.99
Toyota Coaster at cost - BC26GC	120,340.00	120,340.00
less: accumulated depreciation	(120,340.00)	(120,340.00)
	-	-
Toyota Coaster at cost - BH47RI	120,740.92	120,740.92
less: accumulated depreciation	(120,740.92)	(120,740.92)
	-	-
Toyota Coaster at cost - BY49CO	96,232.27	96,232.27
less: accumulated depreciation	(61,053.89)	(51,163.37)
	35,178.38	45,068.90
Toyota Coaster at cost - CA97NM	96,945.40	96,945.40
less: accumulated depreciation	(51,060.91)	(39,427.51)
	45,884.49	57,517.89
Mercedes Sprinter at cost - BPF80B	81,920.00	81,920.00
less: accumulated depreciation	(81,920.00)	(81,920.00)
	-	-
Toyota Coaster at cost - BU52YL	107,127.27	107,127.27
less: accumulated depreciation	(75,702.81)	(67,132.65)
	31,424.46	39,994.62
Mercedes Sprinter at cost - CC76QS	86,565.09	86,565.09
less: accumulated depreciation	(36,939.20)	(26,551.40)
	49,625.89	60,013.69
Honda Odyssey at cost - DSL31Q	40,030.00	-
less: accumulated depreciation	(3,092.75)	-
	36,937.25	-

**LEICHHARDT COMMUNITY TRANSPORT GROUP INC**  
**Notes to and forming part of the Financial Statements**  
**For the year ended 30 June 2018**

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(cont'd)	2018	2017
	\$	\$
Honda Odyssey at cost - CTU22K	44,823.64	44,823.64
less: accumulated depreciation	<u>(23,274.45)</u>	<u>(17,895.69)</u>
	<u>21,549.19</u>	<u>26,927.95</u>
 Honda Odyssey at cost - YDM85T	 40,222.72	 40,222.72
less: accumulated depreciation	<u>(10,962.68)</u>	<u>(6,135.93)</u>
	<u>29,260.04</u>	<u>34,086.79</u>
 Honda Odyssey at cost - YDM85U	 40,222.72	 40,222.72
less: accumulated depreciation	<u>(10,962.58)</u>	<u>(6,135.93)</u>
	<u>29,260.14</u>	<u>34,086.79</u>
 Equipment at cost	 44,925.71	 44,925.71
less: accumulated depreciation	<u>(44,925.71)</u>	<u>(44,925.71)</u>
	<u>-</u>	<u>-</u>
 Furniture at cost	 10,765.00	 10,765.00
less: accumulated depreciation	<u>(10,765.00)</u>	<u>(10,765.00)</u>
	<u>-</u>	<u>-</u>
 <b>TOTAL NON-CURRENT ASSETS</b>	 <b><u>279,119.84</u></b>	 <b><u>302,198.62</u></b>
 <b>Note 6 Payables</b>		
Trade creditors	64,310.97	3,900.25
Accrued expenses	3,343.41	4,837.87
GST liabilities	21,675.45	22,973.11
PAYG Withholding Tax	13,837.11	20,339.01
Superannuation	-	9,002.04
FBT Payable	558.00	-
Refundable deposit	600.00	-
	<u><b>104,324.94</b></u>	<u><b>61,052.28</b></u>
 <b>Note 7 Income in Advance</b>		
NSW Transport Transition Funding	<u>30,000.00</u>	<u>60,000.00</u>
 <b>Note 8 Provisions</b>		
Current		
Annual leave	<u>46,935.75</u>	<u>67,092.48</u>
Non Current		
Long service leave	<u>37,124.06</u>	<u>36,045.83</u>

**Note 9 Economic Dependence**

Leichhardt Community Transport Group Inc. is dependent on NSW Transport for the majority of its revenue used to operate the business. At the date of this report the Committee Members have no reason to believe the Ministry will not continue to support Leichhardt Community Transport Group Inc.

**LEICHHARDT COMMUNITY TRANSPORT GROUP INC**  
**STATEMENT BY MEMBERS OF THE COMMITTEE**  
**For the year ended 30 June 2018**


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The Committee has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the Committee the financial report as set out on pages 3 to 8.

1. Presents a true and fair view of the financial position of Leichhardt Community Transport Group Inc. as at 30 June 2018 and its performance for the year ended on that date.
2. Complying with Australian Accounting Standards - Reduced disclosure requirements (including the Australian Accounting Interpretations) and the Australian Charities and Not-for-profits Commission Act 2012.
3. At the date of this statement, there are reasonable grounds to believe that Leichhardt Community Transport Group Inc. will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee in accordance with Subsection 60-15(2) of the Australian Charities and Not-for-profits Commission Regulation 2013 by:

  
**Simon Emsley**  
President

  
**Francis Breen**  
Treasurer

Dated *20* August 2018

TELEPHONE: (02) 9715 1555  
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## **INDEPENDENT AUDIT REPORT TO THE MEMBERS OF LEICHHARDT COMMUNITY TRANSPORT GROUP INC.**

### **REPORT ON THE AUDIT OF THE FINANCIAL REPORT**

#### ***Opinion***

We have audited the financial report of Leichhardt Community Transport Group Inc., which comprises the Committee report, balance sheet as at 30 June 2018, income statement for the period then ended, and notes to and forming part of the financial statements, including a summary of significant accounting policies, and the statement by members of the Committee (responsible entities).

In our opinion, the financial report of Leichhardt Community Transport Group Inc. has been prepared in accordance with Division 60 of the Australian Charities and Non-for-Profits Commission Act 2012, including:

- i. Giving a true and fair view of Association's (registered entity's) financial position as at 30 June 2018 and of its financial performance for the year then ended; and
- ii. Complying with Australian Accounting Standards to the extent described in Note 1, and Division 60 of the Australian Charities and Non-for-Profits Commission Regulation 2013.

#### ***Basis for Opinion***

We conducted our audit in accordance with Australian Accounting Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

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### ***Emphasis of Matter – Basis of Accounting***

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the Association's financial reporting responsibilities under the ACNC Act. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

### ***Responsibility of the Committee for the Financial Report***

The Committee of the Association is responsible for the preparation of the financial report that gives a true and fair view and has determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the ACNC Act and the needs of the members. The Committee's responsibility also includes such internal control as the Committee determines is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Committee is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the Committee either intends to liquidate the Association or to cease operation, or has no realistic alternative but to do so.

The Committee is responsible for overseeing the Association's financial reporting process.

### ***Auditor's Responsibilities for the Audit of the Financial Report***

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

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

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.

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- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Committee.
- Conclude on the appropriateness of the Committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

  
Charles M Pitt  
C M PITT & CO  
CHARTERED ACCOUNTANTS

ICCA Membership No. 20180  
Registered Association Auditor No.2944  
Unit 6 & 7, 2 Philip Street Strathfield

Date: August 2018



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## **CONTACT US**

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