



## **COTA WESTERN AUSTRALIA** **Annual Report 2018**

*COTA (WA) advances the rights, interests  
and futures of Western Australians as we age*





# COTA (WA) Annual Report 2018

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# Who we are: Our Vision, Purpose, Key Values and Principles

**COTA (WA) is an incorporated, non-profit, charitable, deductible gift recipient organisation governed by an elected Board, managed and run by professional staff, and supported by the generous contributions of many volunteers.**

An independent organisation run by older people for older people, COTA (WA) has 3,000 individual supporters and more than 100 organisational members, themselves representing over 200,000 individuals.

We are recognised by the State and Federal Governments as the peak seniors' organisation in Western Australia. We are members of COTA Australia, an organisation that brings together all State and Territory COTAs. Nationally, we:

- Assist and resource the COTA Australia National Policy Council in the key areas of policy development, information dissemination and resource development
- Collect, interpret and disseminate information within the COTA network and to interested external individuals and organisations.

In Western Australia, as the peak non-profit seniors' organisation COTA (WA) is widely respected for its policy and program work. Our submissions to government have resulted in a number of significant improvements in services for seniors in recent times.

COTA (WA) is a uniquely inclusive organisation. Unlike mass membership organisations who lobby solely for their members, we seek to promote the interests of all older Australians, irrespective of their origin, situation or background.

COTA (WA) is: The Voice of Seniors – advocating on behalf of seniors to influence local, state and federal government, business and the community;

A provider of programs and projects that benefit seniors, such as Living Longer Living Stronger, Peer Education and Cybercrime.

A member organisation providing benefits to individual and organisational members including the Ambassador Card, COTA One and free or reduced prices to attend our events.

## OUR VISION

An equitable, just and inclusive society in which older people can flourish.

## OUR PURPOSE

To advance the rights, needs and interests of older Western Australians.

## OUR KEY VALUES

Integrity  
Respect  
Inclusiveness  
Impartiality  
Excellence

## OUR PRINCIPLES

Valuing the contribution and lived experience of older people in all their diversity: consulting and acting on the advice of older people; engaging older people in all aspects of our organisation.

Teamwork and co-operation: being respectful, ethical and cohesive; being committed and prepared to work hard to maintain the full involvement of all parts of the COTA federation for the common good of our constituents.

Vision and Optimism: being enthusiastic, being creative and forward looking, prepared to think laterally and constructively.

Leadership and Action: taking united action, providing unbiased advocacy and leadership for older people whilst having measurable and accountable outcomes.

Quality and Efficiency: having planned, systematic, evidence based and being best practice in all our work.

# An Exciting and Challenging Year

**This year has been an exciting and challenging one for COTA (WA). In a tight and very difficult fiscal environment, I have been delighted by the quality of work and the strength of our partnerships that have assisted us to tackle the critical issues that are impacting on older Western Australians.**



Not unusually, the past year has been a period of change for COTA, in contemporary jargon 'a year of disruption'. Seeking funding to ensure our ongoing viability has been our prime concern. To this end, we were pleased to receive a one-off grant in 2018 from the State Government. However, our aim is to secure recurrent financial support to enable COTA (WA) to remain a strong and vibrant voice for older Western Australians.

In 2018 COTA (WA) was successful in being awarded a sizeable Commonwealth Grant to implement the

*Mentoring 2 Work* project in Western Australia. This was a significant achievement for the organisation. The two-year funded project initiated by the Department of Social Services involves pairing long-term unemployed young people with mature mentors with extensive workforce experience to help them gain employment.

*Living Longer Living Stronger*, our popular strengthening program directed at older people, is currently undergoing a 'makeover' to refocus and expand it so that it operates on a more commercial basis.

The *Mall Walking* program continues to thrive and expand, and now involves participation by five major shopping malls and approximately 1,000 participants.

Policy and advocacy is, of course, our prime 'raison d'être' and it is gratifying to be able to report that two major initiatives are now operating successfully:

- The Policy Council, a sub-committee of the Board comprising Board, staff and community representatives, provides strategic direction to annual policy and research initiatives; and
- The Policy Exchange Group (PEG), comprising service providers, enables the exchange of information about policy developments, trends and issues affecting the lives of older people in WA. PEG advises to Policy Council on priority areas.

An important aspect of our advocacy is making submissions to State Government and Parliament. As examples, some of our major submissions this year have been to the *Sustainable Health Review*, *Joint Select Committee on End of Life Choices* and the *Inquiry into Elder Abuse*.

COTA (WA) has continued its outstanding work in furthering our engagement with the wider



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*“Our priority has been, and remains, to secure recurrent financial support to enable COTA (WA) to remain a strong and vibrant voice for older Western Australians. ”*

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community through a number of activities, resulting in reaching out to thousands of community members. These activities provide an inestimable benefit not only to the community but also in raising the profile of COTA throughout Western Australia.

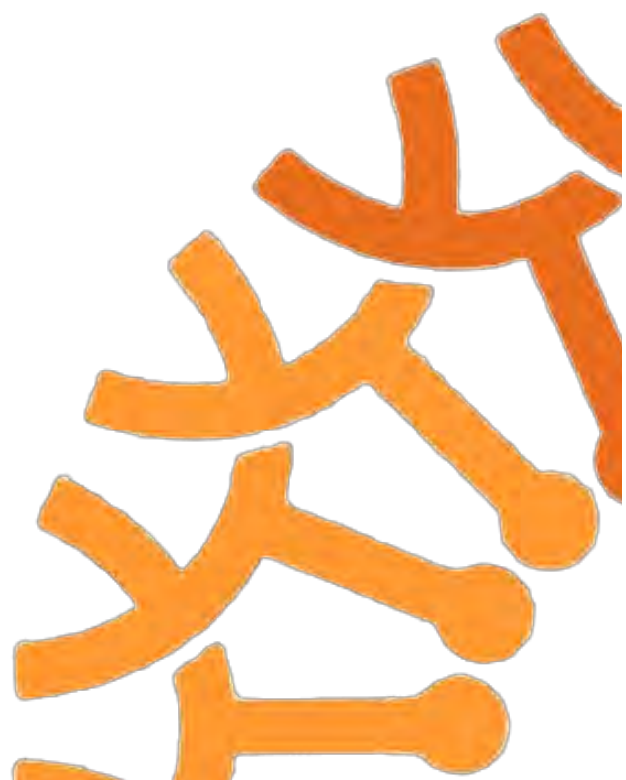
Key 2017-2018 community-based activities included:

- *Have a Go Day* which enables us to seek the views of attendees on their key concerns as well as showcasing the benefits of belonging to COTA.
- *Rockingham Mature Aged Careers Expo* which attracted over 600 attendees, over 90% of whom rated it as good or excellent.
- *Business Symposium: Mature Aged Employment in Your Workforce* which attracted over 80 business representatives and was addressed by quality presenters, all experts in their field. The event concluded with informative panel discussion on issues impacting mature-aged employment.

In my first year as President, I am proud of our new initiatives and achievements, as well as the ongoing delivery of key programs. I am appreciative of the wonderful support of my fellow Directors, Chief Executive, our staff and volunteers.

All have contributed in a variety of ways to the COTA (WA) success this year and I thank you for your commitment to advancing the rights, needs and interests of older Western Australians.

**Ron Regan**  
**President COTA (WA)**



# The Year in Review

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**This year has been one of intense activity and change as we continue to strive to make certain that Government and other stakeholders recognise the contribution of older people in all aspects of the Western Australian community. Central to this is the promoting and seeking resolution to the many important issues that impact on the lives of older people. I am particularly grateful to the many people who have over the last year shared their “lived experiences” of ageing in Western Australia with me and my team. Your insights are invaluable and help shape our work.**

One of COTA (WA)'s core strengths is the important policy and advocacy work it undertakes and the value this brings to enhancing the lives of older Western Australians. This work plays a critical role in shaping and informing public policy and service development in the State. Over the past year COTA (WA)'s engagement strategy, designed to build networks in the sector and influence policy, has



included participation in a number of public policy discussions, forums and committees.

A significant initiative being delivered by COTA (WA) is the Mentoring 2 Work Project (M2W). In March 2018, COTA (WA) was successful in being selected to trial M2W in Western Australia. Funded by the Department of Social Security, the aim of the project is to match young adults (18-25 years) at risk of long term welfare dependency with mature volunteer mentors with extensive workforce experience. An unexpected benefit of recruiting volunteer mentors to M2W and expanding our network of partners and service providers is that COTA (WA) is beginning to have a higher profile across different government, not for profit and commercial sectors.

I would like to make special mention of the annual Seniors Awards delivered each year by COTA (WA) and highlight the importance of this event in shining a light on the outstanding achievements of seniors across Western Australia. It is inspiring to hear the stories of the nominees and the incredible contribution they make in their community, often over many years. They are positive role models and play a key role in challenging ageism and other negative connotations of ageing. I was delighted that we received significant media coverage following the 2017 Seniors Award held at Perth Zoo last November.

I especially wish to sincerely thank the Board of Directors for their ongoing support and guidance. All members of the Board have been incredibly engaged in COTA (WA)'s work. In particular, I would like to acknowledge Ron Regan who, as President of COTA (WA), has always provided strong governance and oversight of the organisation with commitment and dedication.

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*“One of COTA (WA)’s core strengths is the important policy and advocacy work it undertakes and the value this brings to enhancing the lives of older Western Australians. This work plays a critical role in shaping and informing public policy and service development in the State.”*

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I also want to express my gratitude to our wonderful COTA (WA) staff for their strong commitment and hard work. I would also like to acknowledge the incredible support and dedication of our many volunteers who help deliver our programs and projects. For instance, our computer classes run by our volunteers continue to make a difference to the lives of older Western Australians wanting to learn how to use technology in their day to day lives. In addition there are our many volunteers who provide administrative support by answering telephones, greeting visitors to the office, assisting at events, supporting staff with their projects, and so much more.

In conclusion, I would like to thank our supporters during 2017/2018 including the Department of

Communities, Department of Mining, Industry Regulation and Safety, Department of the Attorney General, Lotterywest, Have a Go News, Juniper, 6PR, Perth Zoo and Flight Centre. Without their support we would not have been able to provide the outcomes we have.

COTA (WA) has a long and proud tradition as the voice of seniors in this State. Ultimately we exist for our membership and for all older Western Australians and will continue to work on their behalf to influence policy and services affecting their lives. Thank you to our members for supporting COTA (WA).

**Mark Teale**  
**Chief Executive COTA (WA)**



**Launch of the Mentoring 2 Work Project in May 2018:** (Left to right: Gerri Clay, Vice President; Ron Regan, President; Federal Member for Swan; Mr Steve Irons MP; the then Federal Minister for Social Service, the Honourable Dan Tehan MP; Mark Teale, Chief Executive.)

*“COTA (WA) has a long and proud tradition as the voice of seniors in this State. Ultimately we exist for our membership and for all older Western Australians and will continue to work on their behalf to influence policy and services affecting their lives. Thank you to our members for supporting COTA (WA).”*

## Policy and Advocacy

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**COTA (WA) has continued to strongly represent the concerns of older Western Australians through its policy and advocacy during 2017/18. This year we have strengthened our engagement with people over 50 and learned from their lived experiences about issues which affect their lives.**

Paramount to delivering good policy and advocacy are two important committees:

The **Policy Council** is a Board sub-committee, chaired by Luke Garswood, Director. The Council provides the strategic focus to our policy and advocacy and its advice shaped our direction on several critical priority areas in 2017/18 including: affordable housing, mature aged employment and health. The Policy Council is comprised of Directors from our Board, Professor Simone Pettigrew (Faculty of Health Sciences, Curtin University), Veronica Jeffrey (Executive Director Place Management, Metropolitan Redevelopment Authority), Ken Travers, (Chief Biking Officer Urbi Bikeshare, former Shadow Minister for Transport and Member for North Metropolitan Region) as well as senior policy staff.

The **Policy Exchange Group** includes representatives from approximately 20 organisations that are committed to furthering better services outcomes for older people. This year, the Policy Exchange Group has focused on a number of shared issues including affordable housing, dental and health issues and better use of existing resources. The Policy Exchange Group is chaired by Bettine Heathcote, Board Director.

COTA (WA) also works at a National level to effect change in a range of critical policy areas.

This year COTA (WA) has participated in two COTA **National Policy Council** meetings which are attended by all States and Territories. These meetings provide an opportunity for COTA (WA) to contribute and shape responses to national issues impacting on older people as well as share and learn about new initiatives occurring. The National Policy Council meetings are generally attended by a Director of the Board and a senior staff member.

### Engagement

COTA (WA) engages with a wide cross section of older Western Australians through a variety of successful community events, including:

#### Kalamunda Careers Expo

Held annually this expo supports all people in the Kalamunda community who are seeking employment or planning their careers including transitioning or re-entering the workforce. Among the many exciting activities on the day, was a motivational presentation by Greg Mitchell who provided job seekers with practical advice. The City of Kalamunda who organise this event are considering holding an event that specifically targets mature aged workers.

#### Rockingham Mature Aged Career Expo

Over 600 people attended this event in Rockingham. COTA (WA) partnered with the City of Rockingham and the Rockingham Kwinana Chamber of Commerce to bring together over 30 organisations that can assist mature aged job seekers. The event was highly successful, with over 90% of evaluation respondents ranking the Expo as excellent or good.





As this event was a pilot funded by the Department of Communities, we now know how important targeted advice and information is for older job seekers. It can provide a massive confidence boost for many people struggling to navigate employment services. We hope to secure funding to deliver further career expos in other regions.

### ***Business Symposium: Mature Aged Employment in Your Workforce***

This successful breakfast forum, held at the University of WA Club with the assistance of United Way WA, attracted more than 80 attendees. The audience heard presentations from a number of experts in the field, including Professor Paul Flatau from UWA and Professor Gary Martin from AIM (WA). They were followed by a panel discussion, which encouraged lively discussion on issues impacting mature-aged employment.

### ***Have a Go Day***

The annual Have a Go Day, a Livelihter event under the auspices of the Seniors Recreation Council of WA, was once again set on the Burswood Foreshore. The event attracted many people to the COTA (WA) stand that provided an effective publicity vehicle for the organisation and also a mechanism to seek views of attendees on their key concerns.

### **Committee Participation**

COTA (WA) engagement strategies also include membership of a number of relevant sector committees including:

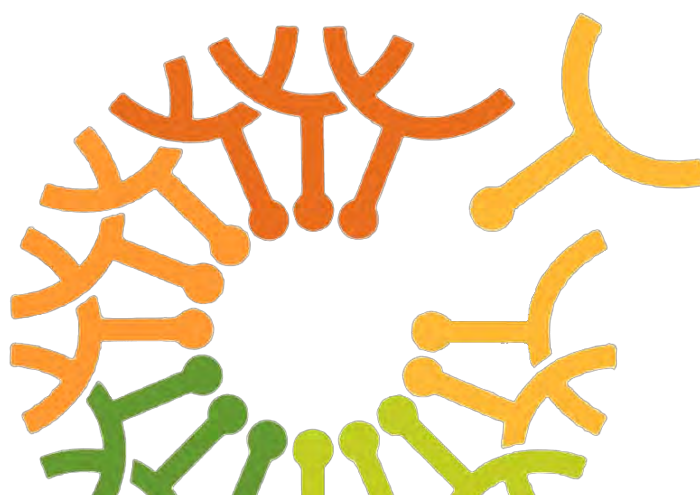
- The Housing Advisory Roundtable
- The Self Directed Services Reference Group
- Person Centred Services In Western Australia
- Grandcarer Research Project

- The Care and Ageing Expo planning committee
- The WA Agency Liaison Forum for Australian Aged Care Quality Assurance
- The WACOSS Peaks Forum
- The Palliative Care WA Advance Care Planning Consortium
- Ageing on the Edge WA Reference Group

### **Submissions**

We have made a number of submissions to State Government and Parliament including:

- Specialist Dementia Care Units consultation paper
- WA Department of Health's *Sustainable Health Review*
- *Joint Select Committee on End of Life Choices* (Inquiry into the need for laws in Western Australia to allow citizens to make informed decisions regarding their own end of life choices)
- *Inquiry into Elder Abuse* by Select Committee
- Department of Water and Environmental Regulation *Plastic Bag Ban*



## Mentoring 2 Work



**Earlier In 2017/18 COTA (WA) was awarded a two-year grant by the Minister for Social Services to deliver a new innovative program called Mentoring 2 Work which showcases the extraordinary talents and experience of mature aged volunteers who are willing to mentor young adults at risk of long term welfare dependency and unemployment.**

In May COTA (WA) hosted the Federal Minister for Social Service, the Honourable Dan Tehan MP, accompanied by the local Federal Member for Swan, Mr Steve Irons MP, for the launch of the Mentoring 2 Work project.

At the heart of Mentoring 2 Work is harnessing the knowledge and experience of mature people with extensive current or very recent work experience to assist young adults secure and maintain employment. Over the life of Mentoring 2 Work, we aim to work with 240 young adults and up to 240 volunteer mentors across 9 metropolitan locations.

Much of this year has been taken up with setting up the project infrastructure; establishing our Steering Committee; recruiting the project team and, developing learning and development tools to assist young adults begin planning their career pathways.

This financial year, we began a Trial prior to implementing Mentoring 2 Work more extensively. The Trial is helping us to learn how to better deliver this new approach to assisting young adults seeking employment.

We are grateful to the young adults who have volunteered to participate in Mentoring 2 Work. Many have faced major challenges already in their lives and have been open and willing to share their experience as they try to improve their employability and secure sustainable employment.

We have also been extremely fortunate to have recruited volunteer mentors from a wide range of industries, backgrounds and experience. We are very grateful for the commitment and level of open and honest feedback that our mentors have provided during the Trial.

COTA (WA) is extremely fortunate to work with an extraordinary group of partner organisations including Anglicare WA, Mercy Care, Volunteering WA, United Way Western Australia and the University of Western Australia's Centre for Social Impact. We have also received great support from the Department of Social Service staff involved in the project and the National Program Evaluation team based in Melbourne and Queensland. Each organisation is sharing their different skills, knowledge and perspectives and working with us to make Mentoring 2 Work a project that makes a difference.

*“At the heart of Mentoring 2 Work is harnessing the knowledge and experience of mature people with extensive current or very recent work experience to assist young adults secure and maintain employment.”*



*"COTA (WA) is extremely fortunate to work with an extraordinary group of partner organisations."*





# Living Longer Living Stronger



COTA (WA) is grateful for the understanding and support of the majority of our Living Longer Living Stronger (LLLS) providers in 2017/2018 following the fee structure changes undertaken during 2016/2017. Unfortunately there was some attrition in our providers. However, we welcomed a number of new providers during the period and maintained our total number of providers at 54 (19 Tier 1 and 35 Tier 2).



LLLS launched eight new providers during the year. Particularly significant was the development of a great relationship with Life Ready Physio and Pilates. The group is enthusiastic about the program and plan to run classes at many of its metropolitan clinics. In 2017/18 we launched at the Warwick, Bicton, Rockingham and Midland clinics and more launches are planned in the near future.

LLLS was also launched at Roar Fitness in Cockburn, Armadale Arena, Revolv Health in Bull Creek and at Roche Park Recreation Centre in Collie with a relaunch of the program for Seaside Exercise Physiology at their new premises in Merriwa, following the clinic's relocation from Butler.

## Mobile Living Longer Living Stronger

During the year, we signed up seven mobile providers (two Tier 1 and five Tier 2). This service brings Living Longer Living Stronger sessions directly to retirement communities and community facilities in the metropolitan area.

## Instructor Training Courses

More than 40 new instructors attended the two-day instructor training courses. There were four during the year, presented by Matt Harris.

Refresher training for existing instructors took place in March 2018 and was presented by Chris Hall and Riverton Leisureplex's Gerry Brown, with a practical-focused guest lecture on eccentric muscle training presented by mobile provider Hannes Holly. An additional one-day instructor training session was provided specifically for 18 Life Ready Physio and Pilates physiotherapists.

During the year, both the two-day instructor course and the refresher training courses underwent a full review by Fitness Australia to ensure they aligned with its new Continuing Education Credit (CEC) quality criteria. Both courses were successfully updated to align with the new criteria. The CEC allocations available for registered fitness professionals undertaking the courses remained unchanged - 10 CECs for the instructor training and six CECs for the refresher training.

For the first time, the two-day instructor training course was accepted as approved professional development with Exercise and Sports Science Australia (ESSA), providing 10 ESSA CPD points to professionals registered with this organisation.

After successfully managing our Active Ageing programs for several years, we farewelled Phil Airey in January.

# Active Ageing Awards

**In 2017, we received 85 nominations in support of 34 candidates across the categories in the Active Ageing Awards. The awards were celebrated at a ceremony held at the Seniors Recreation Council on Have-A-Go Day, the peak day during Seniors Week on Wednesday, 1 November.**

## ***The winners were:***

Metropolitan Living Longer Living Stronger Provider:  
City of Gosnells Leisure World;

Regional Living Longer Living Stronger Provider:  
Murray Leisure Centre;

Metropolitan Living Longer Living Stronger  
Instructor: Jodie Moore, Aqua Jetty Rockingham;

Regional Living Longer Living Stronger Instructor:  
Hayley Coote, Murray Leisure Centre;

Metropolitan Living Longer Living Stronger  
Participant: Pauline Carrier, Curtin University Clinic;

Regional Living Longer Living Stronger Participant:  
Jillian Giles, Murray Leisure Centre;

Mall Walking Group: Karrinyup Shopping Centre;

Mall Walking Leader: Maureen Banham, Karrinyup.

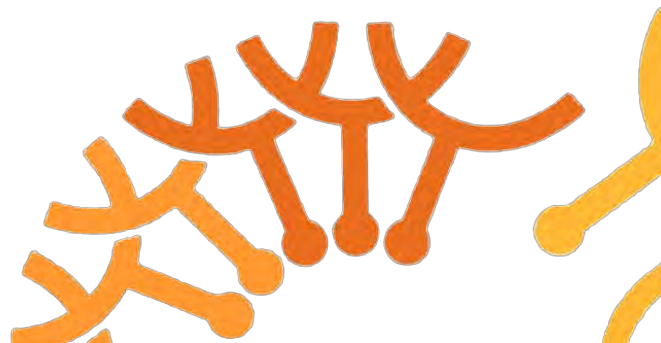
## ***Research***

Our collaborative relationship with Curtin University has continued, resulting in the publication of two articles in 2017/2018 in the journals *Ageing and Society* and *Journal of Ageing and Physical Activity*.

## ***Media coverage***

We are very thankful for the ongoing support we receive from Have-a-Go News. The paper's circulation reaches an estimated 60,000 seniors per month and the support we receive is invaluable. Their Active Ageing lift-out in March 2018 featured Living Longer Living Stronger and was very well

received by readers. Have-A-Go continue to support the program and send reporters to many of our launch events.



## Mall Walking

**COTA (WA) coordinates five Mall Walking groups – Belmont, Cockburn, Karrinyup, Garden City and Mirrabooka. The program provides walkers with the opportunity to improve overall physical and mental health and make social connections. For many, it has been a key to reduce elder isolation and loneliness and it is pleasing to see many health professionals are now supporting the program, often requesting literature and information.**

The year started with some uncertainty of the future of the Mall Walking program, due to concerns about reduced sponsorship from shopping centres and changes to Active Ageing staffing. However, the number of registered mall walkers increased from 785 to 897 in 2017/18, an overall increase of 14 per cent. Of the 897 registered mall walkers, 52 per cent are between the ages of 65 and 90 years. Many new registrations have been as a result of medical referrals.

Garden City and Karrinyup continue to be our most popular centres with between 70 and 120 participants walking twice a week. The Karrinyup and Garden City centre management and retailers have provided numerous discounted events and festivities throughout the year allowing the Mall

Walkers the opportunity to raise funds for a number of needy charities in the community.

Belmont Forum underwent a redevelopment and management celebrated by treating the Mall Walkers to a morning tea and bingo with live music and the opportunity to wear their new shirts for the first time.

Members at The Square Mirrabooka celebrated their second year anniversary .

At the end of February we farewelled long-serving mall walking coordinator Gwen Wells, who worked tirelessly for 12 years with the Mall Walking program.



*“Meet new friends while you exercise in a safe and secure shopping mall.”*



*“Of the 897 registered mall walkers, 52 per cent are between the ages of 65 and 90 years.”*



## COTA Connections

The COTA (WA) e-newsletter, COTA Connections was distributed monthly to in excess of 2500 addresses.



## Cybercrime

**During 2017/18 COTA (WA) was funded by the Department of the Office of the Attorney General through the 'Confiscation of the Proceeds of Crime' funds, to provide information to seniors regarding the safe use of technology.**

The Cybercrime program continued to be one of our organisation's most popular programs with nearly 1200 people attending 17 metropolitan and country information sessions. The program addresses the concerns people have about safely using technology and helps them develop the knowledge and skills to reduce the opportunity for cybercrime.

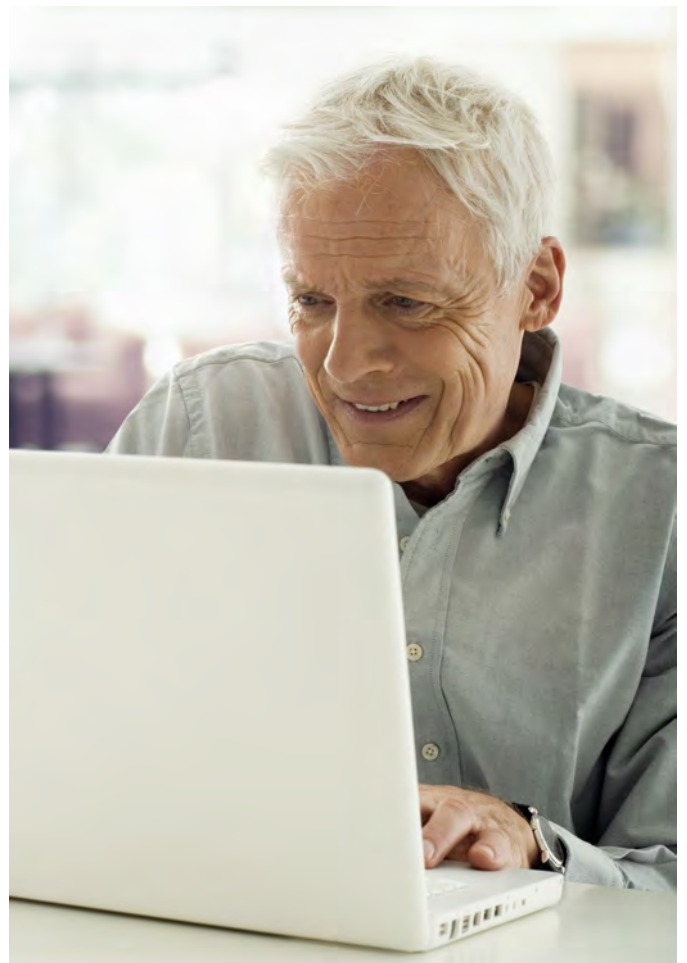
We used grant monies to fund seven sessions, reaching 395 people. However, the program was so popular we set up a fee-for-service option in 2018 and 825 people attended 10 metropolitan and country information sessions. These sessions are in demand because of the many different online scams. The program gives people a greater level of confidence to use their technological devices with safety.

Feedback from participants highlighted that:

- 90% of people attending a cybercrime session learnt new and useful information
- 99% of people were more aware of the risk associated with using free wi-fi
- 98% of people said that they would be more careful about who they allowed online access to
- 96% of people would ensure their antivirus software was up to date
- 86% of people would change their passwords
- 51% were more confident using their technologies devices

COTA (WA) would like to thank Dr David Cook for his expertise and wonderful presentation skills and the Department of the Office of the Attorney General for its funding support.

Due to the popularity of the program, we are actively seeking new avenues of funding and support to be able to continue to provide this extremely important service.





# Seniors Week 2017

## Seniors Awards

Seniors play many valuable roles in our community including as volunteers, mentors, employees, community leaders, grandparents, and carers, all of which enrich our community life. They are positive role models for all members of our community and in doing so, challenge ageism and other negative connotations of ageing.

The Seniors Awards 2017 shone the light on the exceptional achievements of seniors throughout the Western Australian community. The WA Seniors Awards 2017 was sponsored and supported by The Department of Communities, Lotterywest, Juniper and Have a Go News and was held in the Rothschild's Room at Perth Zoo on 22 October, 2017.

This year, there were many entries across the two categories with a significant number coming from rural and remote areas, presenting the judges with a very difficult task!

Phillip Paddon was awarded the Metropolitan Juniper Lifetime Achievement Award and Lesley Balinski of Katanning was awarded the Regional Juniper Lifetime award.

More than 100 people attended the event and Minister for Seniors and Volunteering Mick Murray MLA presented the awards to the winners.

Steve Mills, morning presenter for 6PR Radio, was the perfect Master of Ceremonies for the event, which received coverage from The West Australian, Have a Go News, Community News and Radio 6PR.

## Community Grants Program

COTA (WA) obtained funding from the Department of Communities and Lotterywest to support many and varied events during Seniors Week 2017.

We received 164 grant applications with 87 being successful. More than \$80,000 was distributed in grants, with a particular focus on events aimed at seniors who would not normally participate in Seniors Week activities and were at risk of becoming socially isolated or were members of Indigenous or Culturally and Linguistically Diverse communities.

Most grants awarded were for amounts of \$1,000 or less. Three applicants were provided with additional funding to support a large event in Bunbury (\$2,000) and multi-site events in the Kimberley (\$3,000) and Eastern Wheatbelt (\$2,000) regions.





# Our People

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### Board Member List

Ronald Regan (President)  
Gerri Clay (Vice President)  
Bettine Heathcote AM  
Luke Garswood  
Helen Moorhead  
Jacquie Thomson  
Rasa Subramaniam OAM JP  
Michele Murdoch  
Chris O'Brien  
Stephen Boylen (Resigned December 2017)



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### Staff Members List

Mark Teale	Chief Executive Officer
Jennette Ward	Director Strategic Projects and Policy
Phil Airey	Active Ageing Manager (until Jan 2018)
Flyura Pak	Finance and Administration Officer
Chris Jeffery	Senior Policy Consultant
Megan Ellis	Policy Project Executive Officer (until Feb 2018)
Daphne Daley	Project Officer
Jane Newsome	Project Officer
Jed Kerry	Policy Officer
Liz Lennon	Project Officer
Marlene Robins	Project Officer
Rustom Seth	Project Officer (until Aug 2018)
Susannah Lingford	Project Officer

### Volunteers

COTA (WA) would not be able to deliver our programs and projects without the support and hard work of our many volunteers. We are grateful for their generosity and commitment.

### Administration Volunteers

Alex Pittendreigh	Judy Willson
Alison Cholajda	Kaye Douglas
Eva Lau	Sothi Ramanathan
Gerry O'Rourke	Teresa Martelli
Jill Carney	Valerie Chua

Our administration volunteers undertake a wide range of tasks including: answering telephones and assisting callers with their enquiries, greeting people as they arrive at the office, processing daily mail and event registrations, organising computer lessons, supporting staff with day to day procedures, and many more invaluable tasks.

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*“COTA WA would not be able to deliver our programs and projects without the support and hard work of our many volunteers. We are grateful for their generosity and commitment”.*

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### Computer Class Teachers

Our computer classes continue to make a difference to the lives of people wanting to learn about how to use technology and devices in their day to day life. Our thanks go to the volunteers who run these classes and make them so valuable for so many people.

John Pepper	Kim Mason
John Stephens	Liz Stafford
Roger Vella Bonavita	

### In addition, special mention goes to:

- Liz, Roger and the two Johns for delivering computer and mobile phone knowledge to our clients for a number of years;
- Kaye Douglas who coordinates weekly computer class bookings ;
- Gerry O’Rourke for keeping Living Longer Living Stronger program records up to date;
- Alex Pittendreigh for keeping an eye on our websites;
- Valerie Chua, who sends monthly donation receipts out to our members;
- Eva Lau for the support with Seniors Week Community Grants data entries;
- Teresa Martelli and Judy Willson for looking after registration at the AGM and other events throughout the year.

### Special thanks to Life Member, Professor Bob Ziegler who has kindly helped us in a variety of ways:

Bob has been involved with COTA (WA) for many years. He has been on policy committees and for a number of years was on the Board of Directors.

He started as a peer educator on the Seniors Quality Use of Medicines program at the end of 2006.

He has also been a peer educator in the, Beyond Maturityblues, Consumer Directed Care and Step Forward – Your Wellbeing Your Plan programs. He has also presented many ‘retirement’ presentations and active ageing presentations.

He attends Living Longer Living Stronger launches as our Active Ageing Ambassador and living proof of the benefits of the program. His engaging and informative conversations help convince many people to join the Living Longer living Stronger program.



# Organisational Members

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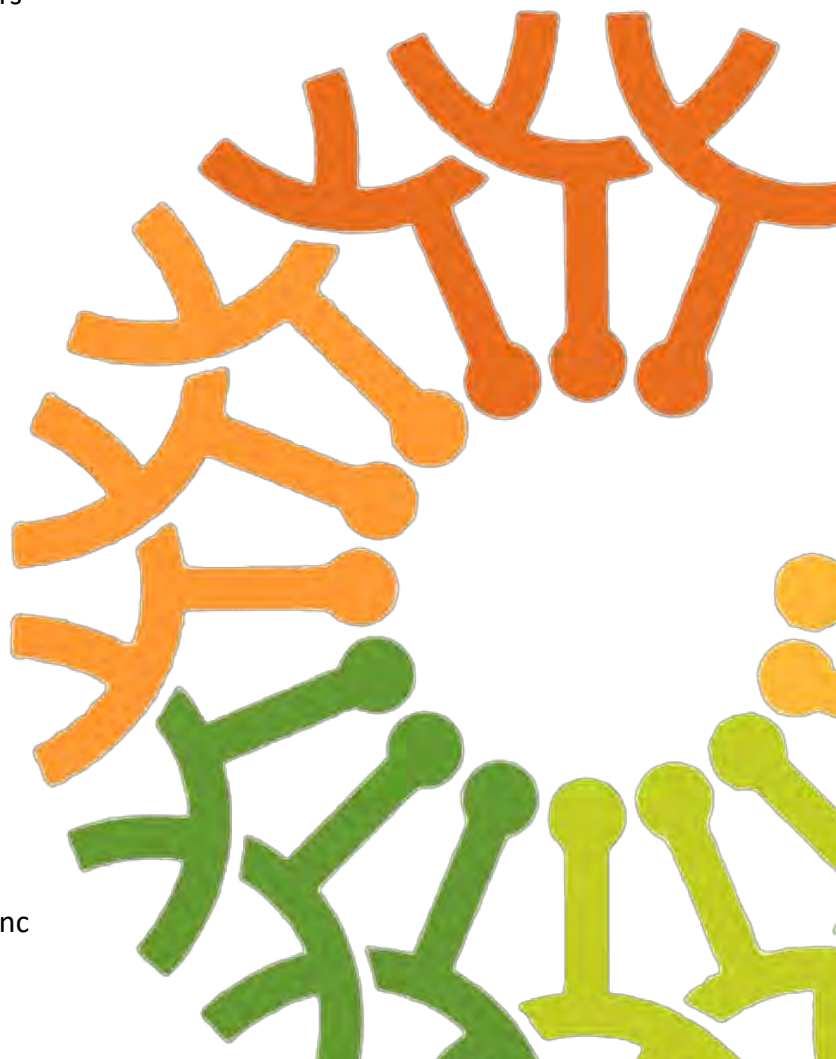
Advocare Inc	Fremantle Community Care
Alzheimer's Australia WA Ltd	Greenbushes Community Resource Centre
BaptistCare Inc.	Hall & Prior Aged Care Organisation (Varna Pty Ltd / Fresh Fields)
Bassendean Senior Citizens Welfare Association (Inc)	Harvey Recreation and Cultural Centre Inc
Bayswater Bridge Club	Health Consumers' Council
Bayswater Senior Citizens Association Inc.	Historical Society of Cockburn
Beverley Community Resource Centre Inc	Independent Living Centre of WA (Inc)
Bladder and Bowel Health Australia Inc	Injury Control Council of WA (Inc)
Bos Architects	Italian Age Care Incorporated
Bridgetown - Greenbushes Recreation Centre	Jewish Care WA (Inc)
Busselton Senior Citizens Centre	Juniper (previously Uniting Church Homes)
Cambridge Senior Services	Koorda Community Resource Centre Inc.
Care Net Community Nursing Pty Ltd	Lawley Park Residents Management Advisory Committee
Champion Lakes Boating Club inc	Leading Age Services Australia - WA (previously Aged Care Association Australia WA)
Chung Wah Community Aged Care	Life Without Barriers
Citizens Advice Bureau	LINKWEST INC
City of Bayswater	Lockridge Senior Citizens Association
City of Canning	Manning Senior Citizens Centre Inc
City of Cockburn	Maylands Autumn Club Inc
City of Fremantle	Meath Care (Inc)
City of Gosnells	Melville Cares Inc
City of Stirling	Men's Advisory Network
City of Subiaco	Merredin Community Resource Centre
City of Subiaco (Community Services)	Merredin Senior Centre (Inc.)
City of Swan	Moora HACC & Moora Seniors Group
City of Swan (Library Services)	Mt Laverna Retirement Village (Inc)
City of Wanneroo	Multiple Sclerosis Society of WA (Inc)
Commonwealth Respite & Carelink Centre	Mundaring Sharing Incorporated
Dale Cottages (Inc)	National Council of Women WA
Denmark Over 50's Association Inc	Naturaliste University of the third Age Inc
DWDWA - Dying with Dignity WA Inc	
East Pilbara Independence Support Inc	





Nedlands Community Care  
Northam Heritage Forum  
Older Women's Network (WA) Inc.  
Park Home Owners Assoc WA Inc  
Parkinson's Western Australia Inc  
People Who Care  
Prime Timers Western Australia  
Relacs  
Retired Teachers' Association  
Rise Community Network  
Royal Australian Air Force (WA Div) Inc  
SCOA WA - Superannuated Commonwealth Officers'  
Ass Inc  
Senior Citizens Welfare Association (Inc)  
Seniors Social Space  
Shire of Augusta - Margaret River  
Shire of Donnybrook-Balingup  
Shire of Kellerberrin  
Shire of Mundaring  
Shire of Victoria Plains  
Shire of Yilgarn  
SOS—Supporting Our Seniors & Disabled Inc  
South West Community Care  
Southcare Inc  
Tambellup Community Resource Centre  
TAPSS Community Care Inc.  
The Bethanie Group  
Toodyay Community Resource Centre  
Town of Narrogin, Narrogin Homecare  
Tuart Place  
Umbrella Multicultural Community Care Services Inc  
University of the Third Age (UWA) Inc  
Volunteer Task Force Inc

Volunteering WA  
WA Retirement Village Residents Association Inc  
(WARVRA)  
Walridge Village Residents' Association  
WANSLEA  
Western Australian Council of Social Service –  
WACOSS  
Wickepin Community Resource Centre  
Wyndham Family Support Inc.



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**The Council on the Ageing (WA) Incorporated**  
**ABN 79 970 893 100**

**Special Purpose Financial Report**  
**1 July 2017 - 30 June 2018**



**The Council on the Ageing (WA) Incorporated**  
**Financial report**  
**30 June 2018**

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**General information**

The financial report covers The Council on the Ageing (WA) Incorporated as an individual entity. The financial report is presented in Australian dollars, which is The Council on the Ageing (WA) Incorporated's functional and presentation currency.

The financial report consists of the financial statements, notes to the financial statements and the Board of Directors' declaration.

A description of the nature of the operations of the Association and its principal activities are included in the Board of Directors' report which is not part of the financial report.

The financial report was authorised for issue, in accordance with a resolution of Committee members, on 9 October 2018. The Board of Directors have the power to amend and reissue the financial report.

**The Council on the Ageing (WA) Incorporated.**  
**Corporate Governance Statement**  
**30 June 2018**

The Board of Directors submit the financial report of the Council on the Ageing (WA) Incorporated for the financial year ended 30th June 2018.

The Council on the Ageing (WA) Incorporated provides services, advocacy and advice to advance the rights, needs and interests of older Western Australians.

The Council on the Ageing (WA) Incorporated is governed by a Board of Directors and is comprised of a President, Vice President and seven Directors as at 30 June 2018.

The Board of Directors governs The Council on the Ageing (WA) Incorporated in accordance with its Constitution and its Board Policies. The Board of Directors sets its strategic direction, gives leadership, governs itself, works effectively and consistently, ensures that its fiduciary responsibilities are met and holds its Chief Executive accountable for operational matters.

The Council on the Ageing (WA) Incorporated Board of Directors is comprised of not less than six (6) nor more than nine (9) people, all of whom are elected, and up to three (3) co-opted members. The Chief Executive is an additional Director of the Board without a deliberative vote.

The elected Directors elect the Executive consisting of the President, Vice President and two other Board Directors. The President can only serve for 3 consecutive years in this office. General members are elected as Directors for three (3) year terms and shall serve no more than two (2) consecutive terms in office without permission for extension from the members. Details of Directors who served on the Board during the 2017-2018 financial year are as follows:

Ron Regan	Elected in 2016	President from 2017 Member of Executive, Policy and Finance Committees
Gerri Clay	Elected in 2012	Vice President from 2017 Member of Executive Committee
Bettine Heathcote AM	Last elected in 2013	Director Member of Executive & Policy Committees Life Member 2011 Past President and Vice President
Rasa Subramaniam OAM JP	Elected in 2016	Director
Helen Moorhead	Elected in 2016	Director
Luke Garswood	Elected in 2017	Director Chair of Policy Council
Chris O'Brien	Elected in 2017	Director Chair of Finance Committee Member of Executive Committee
Michele Murdoch	Elected in 2017	Director
Stephen Boylen	Elected in 2017/Resigned in 2017	Director
Jacquie Thomson	Co-Opted in 2016	Director
Mark Teale	Commenced January 2017	Chief Executive (non voting)



**The Council on the Ageing (WA) Incorporated.**  
**Corporate Governance Statement**  
**30 June 2018**

The Chief Executive of The Council on the Ageing (WA) Incorporated is Mr Mark Teale. He attends all Board Meetings and sits on the Executive and Finance Committee

Under the Constitution the Board is required to meet at least four (4) times a year. However, it is the current policy of the Board to meet at least eight (8) times a year.

The Board's key responsibilities include:

- Exercising the authority given to it by its Constitution;

- Ensuring compliance with relevant legislation;

- Maintaining governance and holding its Chief Executive Officer accountable for all operational matters;

- Being accountable for The Council on the Ageing (WA) Incorporated's overall performance;

- Ensuring that The Council on the Ageing (WA) Incorporated is solvent and able to meet its financial obligations as and when they become due;

- Being responsible for Board development, succession planning and its own performance and processes;

- Setting The Council on the Ageing (WA) Incorporated's strategic direction and progressing an annual work plan and agenda consistent with that direction;

- Exercising due diligence, fiduciary responsibility and ensuring that risk is identified and managed appropriately; and

- Being responsible for affixing the Common Seal according to its Constitution.

The Council on the Ageing (WA) Incorporated's financial statements are audited by Butler Settineri Audit Pty Ltd.

An Annual General Meeting is held annually to present the annual financial statements to the Members of The Council on the Ageing (WA) Incorporated. The next such meeting is scheduled for 23 October 2018.

**The Council on the Ageing (WA) Incorporated.**  
**Board of Directors' report**  
**30 June 2018**

The Board of Directors submit the financial report of The Council on the Ageing (WA) Incorporated for the financial year ended 30th June 2018.

**Board of Directors**

The Board of Directors have been in office since the start of the financial year to the date of this report unless otherwise stated in the Corporate Governance Statement.

**Principal activities**

The principal activity of the Council during the financial year was the provision of services, advocacy and advice to advance the rights, needs and interests of older West Australians.

**Operating result**

The surplus of the Council for the financial year ended 30 June 2018 amounted to \$15,649 (2017: deficit of \$50,602).

During the period, the Council applied the accounting policies described in Note 1 to these financial statements and complied with the financial reporting requirements of the Associations Incorporation Act (WA) 2015 and Division 60 of the Australian Charities and Not-for-profits Commission Act 2012.

On behalf of the members



\_\_\_\_\_  
President

9 October 2018  
Perth



\_\_\_\_\_  
Vice President

9 October 2018  
Perth



## AUDITOR'S INDEPENDENCE DECLARATION

As lead auditor for the audit of The Council on the Ageing (WA) Inc. for the year ended 30 June 2018, I declare that, to the best of my knowledge and belief, there have been:

- a) No contraventions of the auditor independence requirements of the Australian Charities and Not-for-profits Commission Act 2012 in relation to the audit; and
- b) No contraventions of any applicable code of professional conduct in relation to the audit.

BUTLER SETTINERI (AUDIT) PTY LTD



MARIUS VAN DER MERWE  
Director

Perth  
Date: 9 October 2018

**The Council on the Ageing (WA) Incorporated.**  
**Statement of profit or loss and other comprehensive income**  
**For the year ended 30 June 2018**

	<b>Note</b>	<b>2018</b> \$	<b>2017</b> \$
<b>Revenue</b>			
Grants	2	282,543	340,504
Contract funding	3	210,417	356,600
Other fees and sponsorships	4	92,201	93,894
Earned revenue	5	-	9,362
Commissions and royalties		21,729	27,748
Membership fees		24,732	11,559
Fundraising and donations		134,649	4,106
Interest		4,937	5,276
Other revenue	6	8,458	16,125
		<u>779,666</u>	<u>865,174</u>
<b>Expenses</b>			
Employee benefits expenses		(481,674)	(576,967)
Operating expenses	7	(165,235)	(130,796)
Project expenses	8	(14,803)	(125,283)
Accommodation expenses	9	(55,771)	(59,853)
Membership expenses		(9,529)	(12,693)
Other expenses		(11,078)	(10,924)
Depreciation		(18,894)	(7,552)
Insurances		(7,033)	(7,404)
		<u>(764,017)</u>	<u>(931,472)</u>
<b>Surplus / (deficit) from operating activities</b>		<u>15,649</u>	<u>(66,298)</u>
Capital Grants from LotteryWest		-	15,696
<b>Surplus / (deficit) before income tax expense</b>		<u>15,649</u>	<u>(50,602)</u>
Income tax expense		-	-
<b>Surplus / (deficit) after income tax expense</b>		<u>15,649</u>	<u>(50,602)</u>
<b>Other comprehensive income for the year, net of tax</b>		-	-
<b>Total comprehensive income for the year attributable to the members of The Council on the Ageing (WA) Incorporated</b>		<u><u>15,649</u></u>	<u><u>(50,602)</u></u>

This statement of profit or loss and other comprehensive income should be read in conjunction with the notes of the financial statements

**The Council on the Ageing (WA) Incorporated**  
**Statement of financial position**  
**As at 30 June 2018**

	<b>Note</b>	<b>2018</b> \$	<b>2017</b> \$
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	10	723,951	563,419
Trade and other receivables	11	7,998	16,924
Other current assets	12	8,695	8,396
Total current assets		<u>740,644</u>	<u>588,739</u>
<b>Non-current assets</b>			
Property, plant and equipment	13	<u>28,214</u>	<u>38,081</u>
Total non-current assets		<u>28,214</u>	<u>38,081</u>
<b>Total assets</b>		<u>768,858</u>	<u>626,820</u>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	14	56,175	44,289
Income in advance	15	389,330	281,637
Provisions - current	16	<u>57,530</u>	<u>45,075</u>
Total current liabilities		<u>503,035</u>	<u>371,001</u>
<b>Non-current liabilities</b>			
Provisions – non current	16	<u>13,836</u>	<u>19,481</u>
Total non-current liabilities		<u>13,836</u>	<u>19,481</u>
<b>Total liabilities</b>		<u>516,871</u>	<u>390,482</u>
<b>Net assets</b>		<u>251,987</u>	<u>236,338</u>
<b>Equity</b>			
Retained surplus		<u>251,987</u>	<u>236,338</u>
<b>Total equity</b>		<u>251,987</u>	<u>236,338</u>

This statement of financial position should be read in conjunction with the notes of the financial statements



**The Council on the Ageing (WA) Incorporated.**  
**Statement of changes in equity**  
**For the year ended 30 June 2018**

	Retained surpluses \$	Total equity \$
Balance at 1 July 2016	286,940	286,940
Surplus after income tax expense for the year	-	-
Other comprehensive income for the year, net of tax	(50,602)	(50,602)
Balance at 30 June 2017	236,338	236,388
Surplus after income tax expense for the year	15,649	15,649
Other comprehensive loss for the year, net of tax	-	-
Balance at 30 June 2018	<u>251,987</u>	<u>251,987</u>

This statement of changes in equity should be read in conjunction with the notes to the financial statements.

**The Council on the Ageing (WA) Incorporated**  
**Statement of cash flows**  
**For the year ended 30 June 2018**

	<b>Note</b>	<b>2018</b>	<b>2017</b>
		<b>\$</b>	<b>\$</b>
<b>Cash flows from operating activities</b>			
Receipts from operations		783,655	994,162
Interest received		4,937	5,276
Payments to suppliers and employees		(619,033)	(962,458)
Net cash generated by / (used in) operating activities	17b	169,559	36,980
<b>Cash flows from investing activities</b>			
Purchase of property, plant and equipment		(9,027)	-
Net cash generated by / (used in) investing activities		(9,027)	-
<b>Cash flows from financing activities</b>			
Net cash from financing activities		-	-
Net increase / (decrease) in cash and cash equivalents		160,532	36,980
Cash and cash equivalents at the beginning of the financial year		563,419	526,439
Cash and cash equivalents at the end of the financial year	17a	<u>723,951</u>	<u>563,419</u>

This statement of cash flows should be read in conjunction with the notes to the financial statements.

**The Council on the Ageing (WA) Incorporated**  
**Notes to the financial statements**  
**As at 30 June 2018**

**Note 1. Significant accounting policies**

The Council on the Ageing (WA) Incorporated ("the Association") is an Association incorporated and domiciled in Australia. Its registered office and principal place of business is located on The Perron Centre, Suite 2, 61 Kitchener Avenue, Victoria Park WA. The principal activity of the association during the financial year was the provision of services, advocacy and advice to advance the rights, needs and interests of older West Australians.

The Association is a not-for-profit entity for the purpose of preparing the financial statements. This financial report covers The Council on the Ageing (WA) Incorporated as an individual entity.

The principal accounting policies adopted in the preparation of the financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

**Basis of preparation**

In the Board of Directors' opinion, the Association is not a reporting entity because there are no users dependent on general purpose financial statements.

These are special purpose financial statements that have been prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act (WA) 2015, Australian Charities and Not-for-Profits Commission Act 2012. The Board of Directors has determined that the Council is not a reporting entity and is a not-for-profit entity for financial reporting purposes domiciled in Australia.

These financial statements have been prepared in accordance with the recognition and measurement requirements specified by the Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') and the disclosure requirements of AASB 101 'Presentation of Financial Statements', AASB 107 'Statement of Cash Flows', AASB 108 'Accounting Policies, Changes in Accounting Estimates and Errors', AASB 1048 'Interpretation and Application of Standards' and AASB 1054 'Australian Additional Disclosures', as appropriate for not-for-profit oriented entities.

*Historical cost convention*

The financial report, except for the cash flow information, has been prepared on an accruals basis and is based on historic costs unless stated otherwise in the notes and does not take into account changing money values or, except where stated specifically, current valuations of non-current assets.

*Critical accounting estimates*

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Association's accounting policies. There are no areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements.

**Revenue recognition**

Revenue is measured at fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers.

Gym Fees and Membership Fees are billed in advance and are recognised as income as the service obligations are performed.

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



**The Council on the Ageing (WA) Incorporated**  
**Notes to the financial statements**  
**As at 30 June 2018**

**Note 1. Significant accounting policies (continued)**

**Revenue recognition (continued)**

*Grants*

Grant revenue is recognised in the income statement when the entity obtains control of the grant and 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.

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

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.

The Council 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 profit or loss.

*Donations*

Donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

*Interest*

Interest revenue is recognised on an accruals basis.

*Dividends*

Dividend revenue is recognised when the right to receive the dividend has been established.

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

**Income tax**

The Association is exempt for income tax purposes and accordingly no provision for taxation is required.

**Cash and cash equivalents**

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less.

**Trade and other receivables**

Trade and other receivables include amounts due from members as well as amounts receivable from donors. 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.

**Property, plant and equipment**

Property, plant and equipment are included at cost. The depreciable amounts of all fixed assets are depreciated over their useful lives commencing from the time the assets were held ready for use.

**Impairment of non-financial assets**

At the end of each reporting period, the Committee reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, an impairment test is carried out on the asset by comparing 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 amount. Any excess of the asset's carrying amount over its recoverable amount is recognised in the statement of profit and loss and other comprehensive income.

**Leases**

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

**The Council on the Ageing (WA) Incorporated**  
**Notes to the financial statements**  
**As at 30 June 2018**

**Note 1. Significant accounting policies (continued)**

**Financial Assets**

Investments in financial assets are initially recognised at cost, which includes transaction costs, and are subsequently measured at fair value, which is equivalent to their market bid price at the end of the reporting period. Movements in fair value are recognised through the profit and loss.

**Trade and other payables**

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Association during the reporting period that remains unpaid. The balance is recognised as a current liability with the amounts paid normally within 30 days of recognition of the liability.

**Employee benefits**

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

**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 are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**Goods and Services Tax ('GST') and other similar taxes**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the Australian Tax Office is included in other receivables or other payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to the tax authority, are presented as operating cash flows.

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to, the tax authority.

**Comparative Figures**

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

**Going Concern**

The financial report has been prepared on the going concern basis, which contemplates the continuity of normal business activities and the realisation of assets and settlement of liabilities in the normal course of business.

**The Council on the Ageing (WA) Incorporated**  
**Notes to the financial statements**  
**As at 30 June 2018**

**Note 2. Grants**

	2018 \$	2017 \$
Seniors Week		
Department of local government & communities	52,607	50,000
LotteryWest	50,000	50,000
	<u>102,607</u>	<u>100,000</u>
Seniors Awards		
Seniors awards	36,196	57,500
Other grant	(37,500)	37,500
	<u>(1,304)</u>	<u>95,000</u>
Other grants		
Department of Communities – Career Expo	29,841	-
Department of Attorney General – Crime & Safety	8,399	93,504
Core funding grant	143,000	52,000
	<u>181,240</u>	<u>145,504</u>
	<u>282,543</u>	<u>340,504</u>

**Note 3. Contract funding**

Department of Commerce Seniors' Housing Centre	26,417	317,000
COTA Australia – Peer Education in Consumer Directed Care	-	13,750
COTA Australia – Peer Education in Wellness and Enablement – Step Forward	-	25,850
Volunteer Training Program	50,000	-
Mentoring 2 Work Project	134,000	-
	<u>210,417</u>	<u>356,600</u>

**Note 4. Other fees and sponsorships**

Living Longer Living Stronger gym fees	42,461	47,248
Living Longer Living Stronger instructor fees	12,740	16,426
Living Longer Living Stronger sponsorship	37,000	30,220
	<u>92,201</u>	<u>93,894</u>

**Note 5. Earned revenue**

Retirement seminars	-	4,900
Minor projects	-	4,462
	<u>-</u>	<u>9,362</u>

**Note 6. Other revenue**

Sundry income	3,043	3,547
Gift card sales	5,415	12,175
Sales	-	403
	<u>8,458</u>	<u>16,125</u>

**Note 7. Operating expenses**

Accounting fees	500	11,550
Advertising and promotion	3,120	6,709
Audit fees	7,482	6,500
Bank fees	1,144	1,193
Board governance	16,388	8,246
Cleaning and pest control	30	-
COTA Australia levy	15,303	13,835



**The Council on the Ageing (WA) Incorporated**  
**Notes to the financial statements**  
**As at 30 June 2018**

**Note 7. Operating expenses(continued)**

	<b>2018</b>	<b>2017</b>
	<b>\$</b>	<b>\$</b>
Forums and seminars	79,439	7,011
IT equipment	470	635
Legal fees	-	5,036
Postage	2,987	3,776
Recruitment	183	-
Staff amenities	2,201	3,598
Staff development	1,466	468
Stationery and printing	5,822	12,164
Subscriptions	1,842	1,596
Sundry expenses	3,327	262
Telephone and internet	3,205	3,900
Training provided by COTA WA	9,581	9,906
Travel – staff	8,930	30,403
Travel – volunteer	678	3,359
Website	1,137	649
	<u>165,235</u>	<u>130,796</u>

**Note 8. Project expenses**

Living Longer Living Stronger expenses	700	700
Project expenses	1,327	93,734
Senior awards	12,776	30,849
	<u>14,803</u>	<u>125,283</u>

**Note 9. Accommodation expenses**

Rent	37,498	40,879
Computer maintenance	17,926	17,957
Office maintenance	347	1,017
	<u>55,771</u>	<u>59,853</u>

**Note 10. Cash and cash equivalents**

Cash at bank	723,406	562,919
Petty cash	545	500
	<u>723,951</u>	<u>563,419</u>

**Note 11. Trade and other receivables**

Trade debtors	2,498	10,924
Accrued income	1,500	2,000
Other receivables	4,000	4,000
	<u>7,998</u>	<u>16,924</u>

**Note 12. Other current assets**

Prepayments	<u>8,695</u>	<u>8,396</u>
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**The Council on the Ageing (WA) Incorporated**  
**Notes to the financial statements**  
**As at 30 June 2018**

**Note 13. Property, plant and equipment**

	2018 \$	2017 \$
Computer Equipment - at cost	87,752	42,039
Less: Accumulated depreciation	<u>(59,538)</u>	<u>(40,644)</u>
	28,214	1,395
Computer Training Equipment	-	36,686
	<u>-</u>	<u>36,686</u>
	<u>28,214</u>	<u>38,081</u>

**Note 14. Trade and other payables**

Trade creditors and accruals	4,589	14,969
GST liabilities	24,565	8,655
Payroll liabilities	<u>27,021</u>	<u>20,665</u>
	<u>56,175</u>	<u>44,289</u>

**Note 15. Income in advance**

Department of Attorney General – Crime & Safety	-	5,449
Department of Local Government and Communities		
Seniors Week	50,000	50,000
Seniors award	17,344	20,000
Volunteer training program	-	12,500
Department of Social Service	289,248	-
Mall Walking Project	-	25,000
Australia Post Community grant	-	5,538
Core funding Department of Local Government and Communities	-	78,000
LLLS gym fees in advance	1,738	1,150
LotteryWest funds in advance		53,000
Strategic plan LotteryWest grant	<u>31,000</u>	<u>31,000</u>
	<u>389,330</u>	<u>281,637</u>

**Note 16. Provisions**

**Current**

Annual leave	43,067	32,847
Long service leave	<u>14,463</u>	<u>12,228</u>
	<u>57,530</u>	<u>45,075</u>

**Non-current**

Long service leave	<u>13,836</u>	<u>19,481</u>
--------------------	---------------	---------------

**The Council on the Ageing (WA) Incorporated**  
**Notes to the financial statements**  
**As at 30 June 2018**

**Note 17. Cash flow information**

2018	2017
\$	\$

**(a) Reconciliation of cash**

For the purpose of the cash flow statement, cash includes cash and cash equivalents, net of any outstanding bank overdraft. Cash at the end of the reporting year is reconciled to the related items in the statement of financial position as follows:

Cash in hand and at bank	723,951	563,419
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**(b) Reconciliation of cash flow from operations with net surplus / (deficit) for the year**

Net surplus for the year	15,649	(50,602)
Non-cash flows in net surplus:		
Depreciation of property, plant and equipment	18,894	7,552
Capital Grants from LotteryWest		-
Change in operating assets and liabilities:		
(Increase) / decrease in trade and other receivables	8,926	118,930
(Increase) / decrease in prepayments	(299)	-
Increase / (decrease) in trade and other payables	119,579	(44,225)
Increase / (decrease) in provisions	6,810	5,325
Cash flows from operations	169,559	36,980

**Note 18. Capital risk management**

The Association's objective is to manage working capital so as to ensure that liabilities can be settled as and when they fall due.

**Note 19. Auditor's remuneration**

Remuneration paid to auditors in relation to audit	7,482	6,000
	7,482	6,000

**Note 20. Contingent liabilities and contingent assets**

The Association does not have any contingent liabilities or contingent assets as at 30 June 2018.

**Note 21. Events after the reporting period**

No matter or circumstance has arisen since 30 June 2018 that has significantly affected, or may significantly affect the operations of the Association, the results of those operations, or the state of affairs of the Association in future financial years.

**Note 22. Segment Information**

The Council operates predominately in one business and geographic segment, being the provision of services, advocacy to advance the rights, needs and interests of older Western Australians.

**Note 23. Capital and operating commitments**

Capital commitments	-	-
Operating commitments	22,487	28,217
	22,487	28,217



**The Council on the Ageing (WA) Incorporated**  
**Board of Directors' declaration**

In the Board of Directors' opinion:

- the Association is not a reporting entity because there are no users dependent on general purpose financial statements. Accordingly, as described in note 1 to the financial statements, the attached special purpose financial statements have been prepared for the purposes of complying with the Associations Incorporation Act (WA) 2015, Australian Charities and Not-for-Profits Commission Act 2012.
- the attached financial statements and notes thereto give a true and fair view of the financial position of the Association as at 30 June 2018 and of its performance for the financial year ended on that date; and
- there are reasonable grounds to believe that the association will be able to pay its debts as and when they become due and payable.

On behalf of the Board of Directors



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President

9 October 2018  
Perth

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE COUNCIL ON THE AGEING (WA) INC.**

### **Report on the Financial Report**

#### **Opinion**

We have audited the financial report of Council on the Ageing (WA) Inc. (the Association), which comprises the statement of financial position as at 30 June 2018, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the board of directors' declaration.

In our opinion, the accompanying financial report of the Council on the Ageing (WA) Inc. is prepared, in all material respects, in accordance with the Associations Incorporations Act 2015 WA, and Australian Charities and Not-for-profits Commission Act 2012, including:

- i) giving a true and fair view of the Association'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.

#### **Basis for Opinion**

We have conducted our audit in accordance with Australian Auditing 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 auditor independence requirements of the Associations Incorporations Act 2015 WA, Australian Charities and Not-for-profits Commission Act 2012 and 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 ethical requirements in accordance with the Code.

We confirm that the independence declaration required by the Associations Incorporations Act 2015 WA, which has been given to the board of directors of the Association, would be in the same terms if given to the board of directors as at the date of this auditor's report.

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

## **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 board of directors' financial reporting responsibilities under the *Associations Incorporations Act 2015 WA* and the Australian Charities and Not-for-profits Commission Act 2012. As a result the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

## **Responsibilities of the Board of Directors for the Financial Report**

The board of directors 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 *Associations Incorporations Act 2015 WA*, Australian Charities and Not-for-profits Commission Act 2012 and the needs of the members. The board of directors' responsibility also includes such internal control as the board of directors 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 board of directors are responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the board of directors either intend to liquidate the Association or to cease operations, or have no realistic alternative but to do so.

## **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 the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

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

- Identify and assess 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.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the board of directors.
- Conclude on the appropriateness of the board of directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the 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 board of directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide the board of directors with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

### **Report on Other Legal and Regulatory Requirements**

In our opinion, the Association has complied with sections 82(1)(b), (c) and (d) of the Associations Incorporation Act WA 2015:

- by providing us with all information, explanation and assistance necessary for the conduct of the audit;
- by keeping financial records sufficient to enable a financial report to be prepared and audited;
- by keeping other records required by Part 5 of the Associations Incorporation Act WA 2015, including those records required by Section 66 that correctly record its operations, so as to enable true and fair financial statements to be prepared.

BUTLER SETTINERI (AUDIT) PTY LTD



MARIUS VAN DER MERWE  
Director

Perth

Date: 9 October 2018



**CONTACT US**

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