



**FAMILY ADVOCACY INC.**

Advocating for people with disabilities and their families

ABN: 14 743 342 196

# 2014 Annual Report

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## 1. MISSION STATEMENT

Family Advocacy Incorporated's Mission Statement is:

*"TO ACHIEVE BETTER OPPORTUNITIES FOR FAMILIES OF PEOPLE WITH A DISABILITY"*

We will achieve this by:-

- Assisting families to participate in decision making
- Networking
- Lobbying
- Providing Information
- Supporting family groups
- Arranging training programs
- Promoting community involvement
- Promoting community education
- Working with individual families

## 2. CHAIR'S REPORT

It is with much pleasure that I provide the Chairs report for the 2013/2014 Annual report. Over the last 12 months the FAI Board has been extremely busy bedding down a new organisational structure and continuing to streamline its governance and management structures. As a small organisation with limited resources I am delighted to report that FAI punched above its weight throughout 2013/2014 with demand for its services increasing. As a result FAI has employed two casual advocates and intends to engage a third.

Throughout 2013/2014 Board focused on updating its Constitution to ensure the governance arrangements of the Association reflected contemporary best practise and the more sophisticated relationship that it enjoys with its funding organisation and the community. Due to the constitution not being comprehensively updated since FAI's inception over 25 years ago, there was a considerable amount of work undertaken on reviewing and updating the constitution during 2013/2014. I would like to acknowledge the work of Jennifer Cousins and her expert advice in the drafting the document.

Throughout 2013/2014 FAI's engaged a number of new staff members and I would like to welcome casual advocates Catherine Hill and Linda Mee and Kevin Turner, office manager, in addition to Margaret Farr, a volunteer project officer. We also welcomed Shane McDougall on to the Board in March. During this time, FAI farewelled two contract staff as well as a Board member. Carolyn Lawlor-Smith joined the Board at the last AGM and resigned due to family reasons, Gale Rasmussen and Meriki Webber were short term contract employees. I thank each one of them for their contribution to FAI.

The achievements of FAI during 2013/2014 would not have possible without the staff and I would like to thank everyone who worked hard to ensure that FAI continued to set best-practice standards and benchmarks for disability advocacy services in South Australia. Without the dedication, compassion, commitment and energy of the staff during 2013/2014 the achievements of FAI could not be realised.

I would also like to thank and acknowledge the members of the Board who volunteered their time and expertise during 2013/2014 to ensure that FAI could fulfil its legal obligations and meet its funding and financial obligations. Without the skills of individual Board members FAI would have had to access a range of costly professional services during the 2013/2014 financial year and the contribution of the Board in a volunteer capacity to provide those skills and services has been fantastic.

The aim of FAI is to continue to provide solid outcomes for all of its advocacy consumers. As we move into significant periods of reform in the disability sector with the introduction of the NDIS and personalised funding, it is crucial that FAI continues to ensure vulnerable people have access to independent advocacy services and have their voice heard. I consider that FAI's ability to acknowledge and adapt positively to the changes in current economic climate during 2013/2014 and to embrace changing circumstances during this period have placed FAI in very good stead for the future.

(Leonie Challans)

Chair - FAI Board of Management

### 3. TREASURER'S REPORT

The 2014 financial year has been another tight year of controlling costs whilst maintaining our continued high level of service to our clients.

The overall financial result saw a small surplus, which will be effectively managed as part of the business needs in the 2015 financial year.

Ian G McDonald FCA, a registered company auditor, has audited the financial statements for the 2014 financial year in accordance with the Australian Auditing Standards.

The audited statements have been circulated as required and are now tabled for adoption.

Shane McDougall  
Treasurer

## 4. FINANCIAL STATEMENTS

### FAMILY ADVOCACY INC.

#### Income Statement for the year ended 30 June 2014

<b>INCOME</b>	<b>2014</b>	<b>2013</b>
Bank Interest	5,557	12,914
Disability Advocacy Services Funding	405,128	399,811
Disposal of Office Equipment	-	136
Donations	-	2,665
Grants Other	7,843	-
Other	4,936	-
<b>TOTAL INCOME</b>	<b>423,464</b>	<b>415,526</b>
<b>EXPENDITURE</b>		
<i>Administration Cost;</i>		
Accounting and Bookkeeping	-	8,138
Advertising	-	668
Audit Fees	3,299	3,000
Bank Charges	513	459
Board Expenses	267	374
Computer Expenses	1,796	2,835
Conference and Seminar Costs	-	1,045
Consultancy Fee	2,674	6,697
Electricity	1,588	1,623
General	2,774	2,013
Insurance	7,190	7,830
Legal Costs	206	53
Material Review Project	8,500	-
Memberships and Subscriptions	2,207	1,831
Motor Vehicle Depreciation	1,612	-
Motor Vehicle Expenses	14,906	7,789
Motor Vehicle Leasing	17,004	17,432
Parent Education	213	136
Postage, Printing and Stationery	4,704	2,938
Quality Assurance	4,367	3,521
Rates and Taxes	1,080	-
Rent	25,936	21,295
Repairs and Maintenance	220	387
Staff Training and Development	1,078	1,081
Superannuation	21,191	25,001
Telephone & Internet	14,488	13,254
Travel Expenses	4,053	1,909
Wages and Salaries	246,935	254,953
Wages QA	3,473	15,037
Workers Compensation	4,506	4,733

**FAMILY ADVOCACY INC.**

**Income Statement  
for the year ended 30 June 2014**

<i>Provision Expenses;</i>		
Long Service Leave	17,846	2,454
Redundancy	-	21,872
Depreciation	1,207	5,868
	<hr/>	<hr/>
<b>TOTAL EXPENDITURE</b>	415,833	436,224
	<hr/>	<hr/>
<b>NET SURPLUS/(DEFICIT)</b>	7,631	(20,698)
	<hr/> <hr/>	<hr/> <hr/>

**Balance Sheet  
as at 30 June 2014**

	Note	2014	2013
<b>CURRENT ASSETS</b>			
Cash on Hand and at Bank	2	5,338	18,861
Investments	3	193,021	149,636
Debtors	4	8,545	265
Other	5	430	430
		<hr/>	<hr/>
<b>TOTAL CURRENT ASSETS</b>		207,334	169,193
<b>CURRENT LIABILITIES</b>			
Creditors and Provisions	6	90,399	54,672
		<hr/>	<hr/>
<b>TOTAL CURRENT LIABILITIES</b>		90,399	54,672
<b>NET CURRENT ASSETS</b>		116,935	114,520
<b>NON-CURRENT ASSETS</b>			
Office Furniture and Motor Vehicles	7	19,118	13,901
		<hr/>	<hr/>
<b>TOTAL NON-CURRENT ASSETS</b>		19,118	13,901
		<hr/>	<hr/>
<b>NET ASSETS</b>		136,053	128,422
		<hr/> <hr/>	<hr/> <hr/>
<b>EQUITY</b>			
Accumulated Surplus/(deficit)		136,053	128,422
		<hr/>	<hr/>
<b>TOTAL EQUITY</b>		136,053	128,422
		<hr/> <hr/>	<hr/> <hr/>



**FAMILY ADVOCACY INC.**

**INDEPENDENT AUDITOR'S REPORT**

We have audited the attached financial statements, being a special purpose financial report, of Family Advocacy Inc., for the year ended 30 June 2014.

**Board of Management's Responsibility for the Financial Report**

The Board of Management is responsible for the preparation of the financial report in accordance with Associations Incorporation Act (SA) 1985 and regulations and for such internal control as management determines is necessary to enable the preparation of a financial report that is free from material misstatement.

**Auditor's Responsibility**

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the schedule is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement in the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the association's preparation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial report.

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

**Opinion**

In our opinion, the financial statements of Family Advocacy Inc. are properly drawn up:

- (a) to present fairly the financial position of the Association as at the 30 June 2014 and the results of its operations for the period then ended, and;
- (b) according to applicable Australian Accounting Standards.

**Basis of Accounting and Restriction on Distribution**

Without modifying our opinion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report is prepared to assist the association to meet the requirements of Associations Incorporation Act (SA) 1985 and regulations. As a result, the financial report may not be suitable for another purpose. Our report is intended solely for the members of Family Advocacy Inc.

  
**IAN G McDONALD FCA**  
**REGISTERED COMPANY AUDITOR**

Liability limited by a scheme approved under Professional Standards Legislation

DATED at ADELAIDE this 30 day of August 2014

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## 5. GOVERNANCE

Family Advocacy Incorporated is governed by a volunteer Board of Management. Board Members at 30<sup>th</sup> June 2014 were:

### **Ms Leonie Challans (Chair)**

Leonie has worked extensively in the tertiary sector specialising in the areas of human resources management, equity and diversity and workplace relations. She has also worked in the disability area for a number of years with a specific focus on employment for people with disabilities and their transition from school to post-secondary education. Throughout her career Leonie has worked on national projects, participated on state level committees, presented at national conferences and has had previous Board experience. With an Advanced Diploma of Human Resources Management and a part complete Bachelor of Management Leonie brings expertise in project management, employee relations, finance and industrial relations to the Board. She is very keen to see people with disabilities be able to access all avenues of life.

### **Ms Meredith Norton (Vice Chair)**

Meredith Norton has been a board member for approximately four years. Her background is in supporting students with disabilities to access education. She has been a high school counsellor, a welfare manager, a university disability liaison officer and manager of disability services at university and TAFE. She also has family experience of disability.

Her current position is as Manager, Learner Services for TAFESA.

### **Mr Shane McDougall (Treasurer)**

Shane McDougall is a senior Group Financial Controller with experience in a range of manufacturing industries and the accounting service sector. He holds a CPA

This has included the construction industry, the food industry, the flexible packaging printing sector, airport management and accounting service provider. Experience has been gained in both financial and operational management roles to group Finance Controller level for an ASX listed company.

Shane has family experience with disability.

### **Ms Melissa Whitehead (Secretary)**

Melissa Whitehead has for many years worked with individuals with disability in a variety of settings. She has worked with children and adolescents diagnosed with intellectual disabilities, autism spectrum disorders and other pervasive developmental disorders, as well as their families as well as individuals with mental health problems. She is familiar with and has liaised with the different services and support available in to individuals with a disability and their family. Melissa is a practicing psychologist.

M. Clinical Psychology (Bond University) B Sc (Hons) – UNE; B Psych - UniSA

**Ms Sandra Deakin (Treasurer - part year)**

Sandra Deakin retired from the position of Senior Human Resources Officer at the University of South Australia in 2005. With a Graduate Diploma in Business Studies (Accounting) and a Bachelor of Labour Studies (specializing in Industrial Law) Sandra provides the Board with expertise in the areas of finance, human resources and industrial law.

**Mr Brian Taylor**

Brian Taylor is a retired Civil Engineer with 48 years international design experience. He brings to the Board personal experience in supporting a person with disability.

**Ms Jennifer Cousins**

Jen Cousins has extensive experience and qualifications as a developmental educator, disability advocate, and as a VET trainer in the Disability and Community Services sector. Jen has been a Lecturer in the Disability and Advocacy Programs of Community Services and Health Program in TAFE SA since 2005 and was Principal Lecturer from 2009 -2012. Jen holds a Masters of Adult, Vocational and Workplace Education, a Bachelor of Laws and a Bachelor of Applied Science (Disability Studies). Currently Jen works as the National Disability Coordination Officer for the Adelaide Metropolitan Region, a role which focuses on removing barriers that prevent people with disabilities from accessing, transitioning and progressing through vocational education and training, tertiary studies and subsequent employment. Jen has extensive personal experience as a carer of family members with disability and is very passionate about creating accessible and inclusive communities.

**Mr Craig Nadler**

Craig Nadler volunteered in the disability area for over ten years, including Chair of the peak disability group DANA. For five years he was Chair and CEO of the South Australia Disability Expo. Craig has a high level of experience in government relations in both the USA and Australia over many years.

Craig has both a Bachelor's and Master's degrees and is currently undertaking additional post graduate study.

Bachelor of International Relations

Masters of International Relations (Sub- Sahara Africa)

Post graduate study in Australian History

**Dr Carolyn Lawlor-Smith (Vice Chair - part year - resigned Sept 2014)**

Dr Carolyn Lawlor-Smith held the position of Vice-Chair for some of the year until she resigned from the Board in early September. .. Dr Lawlor-Smith is a general practitioner whose qualifications include a Bachelor of Medicine, Bachelor of Surgery, (Flinders University of South Australia), and Diploma of Obstetrics RACOG,

## 6. SERVICE PROVISION

During the 2013 / 2014 Financial Year Family Advocacy Inc. (FAI) advocated for the resolution of 315 issues (96 On-going and 219 New) for people with disability and their families for the following issues:-

Abuse and Neglect (14)	
Accommodation (53)	Legal (18)
Discrimination/rights (12)	Physical Access (4)
Education (213)	Recreational/Social or Family (26)
Employment (8)	Services (e.g. gaps/complaints) (93)
Equipment/aids (9)	Transport (11)
Finances (16)	Vulnerable/Isolated (15)
Health/mental health (28)	NDIS (14)

Advocates have also presented at 28 workshops and forums working with 150 individuals with disability. A significant part of our advocacy has been dedicated to assisting families with the introduction of the National Disability Insurance Scheme NDIS. The roll-out of this scheme in South Australia began with children aged 0-6 years therefore, many parents sought our advocacy for the initial planning and support for services for their eligible children.

FAI is proud to have assisted clients from various cultural and social backgrounds including culturally and linguistically diverse, Aboriginal and Torres Strait Islanders and those facing financial difficulties.

FAI's strong and effective advocacy team has enabled positive outcomes for people with disability and their family members. For example, advocacy for a young aboriginal woman with disability to return to her family home with palliative care support for the final days of her life and securing local community accommodation for a young man with profound disability whose parents could no longer care for him.

Systemic issues have also been addressed by the Advocates which has contributed to beneficial change for those with a disability and those working with them.

## 7. STAFF

### **Senior Advocate**

& Southern and Eastern Regions

Ms Elizabeth Robertson

### **Advocates**

Northern Region

Ms Samantha Hunt

Western & Central Regions

Ms Roslyn Briggs

Northern Country

Ms Kerry Gummow

Casual Advocates

Ms Linda Mee

Ms Catherine Hill

### **Office Manager**

Mr Kevin Turner