



# Hands On SA

- Packaging
- Assembly
- Supported Employment
- Mail Out
- Equipment & Aids for Daily Living
- Specialised Food & Wine Packaging

## ANNUAL REPORT 2015

HANDS ON SA LTD A.B.N. 69 007 629 012

47 KING WILLIAM STREET, KENT TOWN SA 5067  
PHONE: (08) 8363 2633 FACSIMILE: (08) 8363 2621  
EMAIL: [enquiries@handsonsa.org.au](mailto:enquiries@handsonsa.org.au)  
VISIT US ON THE WEB AT: [www.handsonsa.org.au](http://www.handsonsa.org.au)



# **HANDS ON SA LIMITED**

**A.C.N. – 007629012**

## **Directors and Staff**

### **Directors**

Mr Roy Arnold  
Mr Frank Seeley  
Mr Gary Anderson  
Mr Steve Liapis  
Mr Sam Scammell  
Mr Antimo Spagnuolo  
Mr Ian Dunn (deceased 14.01.2015)

### **Chief Executive Officer**

Ms Bernadette McAlary / Mr Roy Arnold

### **Organisation Development Manager**

Ms Claire McAlary

### **Operations Manager**

Mr Andy Fegan

### **Business Development Manager**

Mr Chas Barter

### **Human Resource Officer Supported Employees**

Ms Igo Ovia

### **Trainer & Compliance Officer (Kent Town)**

Mr Rodney Symonds

### **Trainer & Compliance Officer (Oakden)**

Mr Richard Nurmi

### **Auditor**

nfpas

## Chairman's Annual Report 2014 -2015

---

On Behalf of the Board of Directors and staff I am pleased to advise members that the year was again a successful year in financial terms, but more importantly, a year in which our supported employees continued to enjoy the opportunity to have the dignity and inclusions that meaningful work brings for all of us. It is appropriate at this juncture, to thank our dedicated and skilled support staff for the excellent work they do, with concern and compassion. In their work they demonstrate that a "hand up" is much more worthwhile than a "hand out".

At a time when the manufacturing industry continues to decline, and the dreaded word recession was bandied about, the organisation increased its revenue from sales which echoed the respect it is held in by our commercial customers. The organisation continued its constructive financial management ethos, resulting in the balance sheet becoming even stronger, which is so important in these difficult times.

The considerable investment at the Oakden facility, in an expanded food packaging facility, has started to move towards meeting its expectations despite some initial teething problems with automated machinery. This market is seen as one which will experience considerable growth in the future as boutique manufacturers service a growing asian market for green clean foods. The management and supervisory team has been further strengthened and does excellent work in assisting those with a disability to become "the best that they can".

With the addition of three new directors in early 2015 calendar year, and the election of Roy Arnold as Chair, it was decided that the organization would refresh its strategic plan to address the challenges of a changing world. Accordingly a Strategic Planning Conference in May 2015 including both Board Members and senior management and with an exceptional facilitator, established a strategic direction based upon four pillars – Growth, People and Culture, Sustainability and Brand. Subsequent to this the CEO, Bernadette McAlary left Hands On SA in early September, and subsequent to a period during which the Chairman of the Board Roy Arnold was acting CEO. An exceptional and capable CEO, Andrew Ramsey was appointed and assumed office in early November. In addition, a strong supporting team consisting of Claire McAlary – Organisation Development Manager, Andy Fegan – Operations Manager, Chas Barter – Business Development Manager, was established. The Board is confident that this team, lead by Andrew Ramsey, will take us to an even brighter future, building upon the achievements of the past.

The support of many organisations and individuals has greatly assisted Hands On SA in its mission of providing support to people with a disability who seek worthwhile employment. To mention some, if not all of them that give their support.

The Australian Government through the Department of Social Services provides strong financial support to assist Hands On SA in its vital work. Our relationship with the Department of Social Services is one of supreme importance to us.

Our commercial customers give us wonderful support in providing a variety of work tasks to suit our wide spectrum of skills. Of course, in return we strive to provide quality products, delivered on time and at a value for money price.

His Excellency the Honourable Hieu Van Le AO, continues to graciously extend his support as Patron of Hands On SA, for which the Board of Directors is continuously grateful.

During the year Mr. Frank Seeley, Mr. Steve Liapis, Mr. Gary Anderson rendered great service to the Board of Directors, to be joined by Sam Scammell and myself in the 2015 calendar year. Mr Antimo Spagnuolo joined the Board in August 2015. I am most grateful to all the Directors for the support they have given me since I took up reins early in 2015.

The former Chairman, Mr. Ian Dunn died in January 2015. I would like to place on record the gratitude of the Board of Directors for his many years of dedicated and skillful leadership of the organization.

Mr. Frank Seeley resigned from the Board in September 2015, the Board will miss his wise counsel and energy. Mr. Steve Liapis has indicated his intention to retire from the Board at the AGM, but also expressed his intention to remain an ambassador to the organization. We are grateful to both gentlemen for all they contributed over many years to Hands On SA.

The Board of Directors and management appreciate the help and support of our ambassadors, the Honorable Dean Brown AO and Mr. Brian Cunningham.

In conclusion the Board is confident that Hands On SA will continue to achieve its strategic objectives over the next 3 years and most importantly, provide even greater support to people with a disability.

Let us not dwell upon the disabilities of the people we support, but rather look upon the abilities and how we can help to grow them.

Mr Roy Arnold  
Chairman  
2 November 2015

## **THANK-YOU**

### **The Patron of Hands On SA:**

The Governor of South Australia, His Excellency the Honourable Hieu Van Le AO

### **A very special thank-you to Hands On SA's Corporate Ambassadors:**

Mr Dean Brown AO and

Mr Brian Cunningham

### **Hands On SA has received invaluable assistance from our donors and supporters:**

- Aussie Ripper Roasts
- Australian Executor Trustees, Community Program
- Australian Hotels Association (SA) Hotel Care
- Barossa Valley Estate
- Bottega Rotolo
- Bunnings Kent Town
- Channel 9
- City Holden
- Clockworks Digital
- CMI Foundation
- CMV Group
- Community Benefit SA
- Department of the Premier and Cabinet Smart State PC Donation Program
- Dr Lothar and Mrs Pauline Hoff
- Dr Alex Disney
- Em Kay Design Jewels
- Eden Hall Wines
- The Everglades Fund
- FaHCSIA, Social Firm Transition Fund
- Foodland Norwood
- Gaganis Bros.
- Greyhound Racing SA
- Grill'd Norwood
- Janesce
- Kwik Kopy Unley
- Lane Print & Post
- McKay's Furniture Mart
- Morialta Trust
- Mr Brian Hogben
- Mr Charles Parletta, LJ Hooker Glynde

**Hands On SA has received invaluable assistance from our donors and supporters:**

- Mr Ian Dunn
- Mr Gary Anderson
- Mr Ilario Nesci, Buonasera Restaurant
- Mr Leon and Mrs. Jenny Byass
- Mr Nick How and Mrs. Sam How, Print Know How
- Ms Rosa Nesci
- Nardone Baker Wines
- Neptune Tackle
- People's Choice Credit Union
- Pendleton Fine Foods
- Physio One Glenelg
- Prof Julian Disney
- Rio Coffee
- Romeo's Retail Group
- Seeley International
- Simes Australia Pty Ltd
- Solito Fine Colour Printers
- The City of Port Adelaide Enfield
- Vilis
- White Arum Designs
- Woolworths - Marden

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**ABN 69 007 629 012**

**FINANCIAL REPORT**

**FOR THE YEAR ENDED**  
**30 JUNE 2015**

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2015**

**CONTENTS**

	Page
Directors' Report	2
Directors' Declaration	3
Statement of Comprehensive Income	4
Statement of Financial Position	5
Statement of Changes in Equity	6
Statement of Cash Flows	7
Notes to the Financial Statements	8
Auditor's Independence Declaration	16
Auditor's Report	17

**General Information**

The financial report covers Hands on SA Limited as an individual entity. The financial report is presented in Australian dollars, which is Hands on SA Limited's functional and presentation currency.

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

Hands on SA Limited is a not-for-profit unlisted public company limited by guarantee, incorporated and domiciled in Australia. Its registered office and principal place of business are:

*Registered office:*

Hands on SA Limited  
47 King William Street  
Kent Town SA 5067

A description of the nature of the company's operations and its principal activities are included in the directors' report, which is not part of the financial report.



**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**DIRECTORS' REPORT**

The directors present their report, together with the financial statements, on the company for the period ended 30 June 2015.

**DIRECTORS**

The following persons were directors of the company during the whole of the financial year and up to the date of this report, unless otherwise stated:

Mr. Roy Arnold (Chairman) - Appointed 24 March 2015  
Mr. Gary Anderson  
Mr. Steve Lapias  
Mr. Sam Scammell - Appointed 24 March 2015  
Mr. Antimo Spagnuolo - Appointed 28 August 2015  
Mr Frank Seeley - Resigned 30 September 2015  
Mr Andrew Baggio - Resigned 1 September 2014  
Mr. Ian Dunn - Resigned 19 January 2015 ( Deceased)

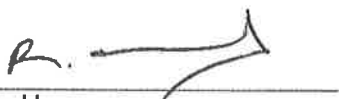
**REVIEW OF OPERATIONS**

The surplus of the company for the financial year ended 30 June 2015 was \$826,382 ( 2014: \$658,667).

A review of the company's operations during the financial year and the results of those operations are as follows:

- a) In the opinion of the directors the company performed as expected given the nature of the company's ongoing operations;
- b) The principal activities of the company during the financial year were to raise funds as a not-for-profit South Australian organisation that gives supported employment to people with a disability. It employs 129 people with a disability at two metropolitan sites;
- c) No significant changes occurred in the company's state of affairs or nature of its activities during the financial year;
- d) Ms Bernadette McAlary, Chief Executive Officer, resigned 15/9/15 and Mr Andrew Ramsey was subsequently appointed, effective 9/11/15. Mr Roy Arnold, Chairman has acted in-between appointments;
- e) Apart from the matter noted in d) above no other matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the company, the results of those operations, or the state of affairs of the company in future financial years;
- f) Likely developments in the operations of the company and the expected results of those operations in future financial years have not been included in this report as the inclusion of such information is likely to result in unreasonable prejudice to the company;
- g) The company's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory;
- h) The Company has provided indemnities for Directors, but not auditors, during and since the end of the financial year; and
- i) The Directors have not included details of the nature of the liabilities covered or the amount of the premium paid in respect of the directors' and officers' liability and legal expenses insurance contracts as such disclosure is prohibited under the terms of the contract.

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



Mr. Roy Arnold  
Chairman



Date

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**DIRECTORS' DECLARATION**

In the directors' opinion:

1. The attached financial statements and notes thereto comply with Australian Accounting Standards - Reduced Disclosure Requirements.
2. The attached financial statements and notes thereto give a true and fair view of the financial position and performance of the company.
3. The attached financial statements and notes thereto are in accordance with the Australian Charities and Not-for-profits Commission Act 2012 and the Australian Charities and Not-for-profits Commission Regulation 2013.
4. There are reasonable grounds to believe the company will be able to pay its debts as and when they become due and payable.

Signed in accordance with a resolution of directors made pursuant to section 60.15 (2) of the Australian Charities and Not-for-profit Commission Act 2012.



Mr. Roy Arnold  
Chairman

Dated: 28/10/15

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015**

	Note	2015 \$	2014 \$
<b>INCOME</b>			
Operating Grants	3	1,532,023	1,451,594
Other Income	3	926,062	696,752
<b>TOTAL INCOME</b>		<u>2,458,085</u>	<u>2,148,346</u>
<b>EXPENDITURE</b>			
Raw Materials & Consumables Used		19,862	15,706
Employee Benefits Expense		1,266,593	1,168,239
Depreciation & Amortisation Expense		129,875	98,963
Other Expenses		215,374	206,771
<b>TOTAL EXPENDITURE</b>		<u>1,631,704</u>	<u>1,489,679</u>
<b>OPERATING SURPLUS</b>		<u>826,381</u>	<u>658,667</u>

The accompanying notes form part of these financial statements

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 JUNE 2015**

	Note	2015 \$	2014 \$
<b>CURRENT ASSETS</b>			
Cash & Cash Equivalents	4	4,729,921	4,296,416
Trade & Other Receivables	5	69,457	98,950
Inventories	6	19,143	24,089
Other Assets	7	15,597	10,887
<b>TOTAL CURRENT ASSETS</b>		<u>4,834,118</u>	<u>4,430,342</u>
<b>NON-CURRENT ASSETS</b>			
Property, Plant & Equipment	8	6,952,746	6,739,600
<b>TOTAL ASSETS</b>		<u>11,786,864</u>	<u>11,169,942</u>
<b>CURRENT LIABILITIES</b>			
Trade & Other Payables	9	48,973	294,405
Employee Provisions	10	255,592	224,794
<b>TOTAL CURRENT LIABILITIES</b>		<u>304,565</u>	<u>519,199</u>
<b>NON-CURRENT LIABILITIES</b>			
Employee Provisions	10	24,515	19,340
<b>TOTAL LIABILITIES</b>		<u>329,080</u>	<u>538,539</u>
<b>NET ASSETS</b>		<u>11,457,784</u>	<u>10,631,403</u>
<b>ACCUMULATED FUNDS</b>			
Issued Capital		151	151
Reserves	11	1,754,016	1,754,016
Accumulated Funds	12	9,703,617	8,877,236
<b>TOTAL EQUITY</b>		<u>11,457,784</u>	<u>10,631,403</u>

The accompanying notes form part of these financial statements

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**STATEMENT OF CHANGES IN EQUITY**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015**

	Note	Issued Capital \$	Accumulated Funds \$	Reserves \$	Total \$
<b>BALANCE AT 1 JULY 2013</b>		151	8,218,689	1,754,016	9,972,856
Surplus for the Year		-	658,667	-	658,667
Other Equity Adjustments		-	(120)	-	(120)
<b>BALANCE AT 30 JUNE 2014</b>		151	8,877,236	1,754,016	10,631,403
<b>BALANCE AT 1 JULY 2014</b>		151	8,877,236	1,754,016	10,631,403
Surplus for the Year		-	826,381	-	826,381
<b>BALANCE AT 30 JUNE 2015</b>	11 & 12	151	9,703,617	1,754,016	11,457,784

The accompanying notes form part of these financial statements

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**STATEMENT OF CASH FLOWS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015**

	Note	2015 \$	2014 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from Customers		2,351,563	1,920,737
Payments to Suppliers & Employees		(1,713,826)	(1,258,204)
Interest Received		138,787	152,834
<b>NET CASH FLOWS FROM OPERATING ACTIVITIES</b>	13	<u>776,525</u>	<u>815,367</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Asset Acquisition		<u>(343,020)</u>	<u>(1,537,000)</u>
<b>NET CASH FLOWS FROM FINANCING ACTIVITIES</b>		<u>(343,020)</u>	<u>(1,537,000)</u>
<b>NET INCREASE / (DECREASE) IN CASH &amp; CASH EQUIVALENTS</b>		<u>433,505</u>	<u>(721,633)</u>
<b>CASH &amp; CASH EQUIVALENTS AT THE BEGINNING OF THE YEAR</b>		4,296,416	5,018,049
<b>CASH &amp; CASH EQUIVALENTS AT THE END OF THE YEAR</b>	4	<u><u>4,729,921</u></u>	<u><u>4,296,416</u></u>

The accompanying notes form part of these financial statements

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015**

**1. CORPORATE INFORMATION**

The financial statements of the not-for-profit company, Hands on SA Limited for the year ended 30 June 2015 were authorised for issue in accordance with a resolution of the directors on 28 October 2015.

The company is a not-for-profit unlisted public company limited by guarantee and is incorporated and domiciled in Australia. The principal activities of company are to give supported employment to people with a disability. It employs 129 people with a disability at two metropolitan sites.

**2. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES**

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.

**a) Basis of Preparation**

These general purpose financial statements have been prepared in accordance with requirements of the Australian Charities and Not-for-profit Commission Act 2012, Australian Accounting Standards - Reduced Disclosure Requirements (established by AASB 1053 Application of Tiers of Australian Accounting Standards and AASB 2010-2 Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements) and Interpretations and other authoritative pronouncements of the Australian Accounting Standards Board (AASB).

The adoption of these standards has resulted in reduced disclosures throughout the notes to the financial statements. There was no impact on the reporting financial position and performance of the company.

The financial statements have been prepared on an accruals basis and is based on historical costs and do not take into account changing money values or, except where stated, current valuations of non-current assets.

The financial statements are presented in Australian dollars which is the company's functional and presentational currency.

The company is a not-for-profit entity, being an entity whose principal activity is not the generation of profit. As a result, the company is exempt from applying AASB 114 *Segment Reporting* and AASB 120 *Accounting for Government Grants and Disclosure of Government Assistance*.

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

**b) Significant Accounting Judgements & Estimates**

The preparation of financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets, liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

There are no estimates or judgements which have risk of causing a material adjustment to the carrying amount of assets and liabilities within the next financial year.

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015**

**2. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (cont.)**

**c) Revenue and Other Income**

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

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

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

**Grant Revenue**

Grant revenue is recognised in the Statement of Comprehensive Income when the entity obtains control of the grant, it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be measured reliably.

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

**Rendering of services**

Recognition of revenue in relation to rendering of services depends on whether the outcome of the services can be measured reliably. If this is the case, then the stage of completion of the services is used to determine the appropriate level of revenue to be recognised in the period.

If the outcomes cannot be reliably measured, then revenue is recognised to the extent of expenses recognised that are recoverable.

**d) Expenditure**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Management and administration costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

**e) Taxation**

**Income Tax**

The company is exempt from income tax pursuant to the Income Tax Assessment Act 1997. Accordingly, Australian Accounting Standard AASB 112 has not been applied and no provision for income tax has been included in the financial statements.

**Goods & Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense.

Cash flows are presented in the cash flow statement on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

**f) Employee Entitlements**

Hands on SA Limited had 140 employees at 30 June 2015. Liabilities for employee benefits for wages, salaries, annual leave and long service leave that are expected to be settled within 12 months of the reporting date representing present obligations resulting from employees' services provided to reporting date, are calculated at undiscounted amounts based on remuneration wage and salary rates that the organisation expects to pay as at reporting date.



**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015**

**f) Employee Entitlements (cont.)**

Liabilities for long service leave expected to be settled after 12 months from the end of the reporting period are calculated at undiscounted rates. Consideration is given to the Company's experience of employee departures and periods of service.

Non-accumulating non-monetary benefits, such as sick leave, are expensed based on the net marginal cost. Contributions made by the company to employee superannuation funds are charged as expenses when incurred.

**g) Cash & Cash Equivalents**

Cash and cash equivalents in the statement of financial position comprise cash at bank and in hand and short-term deposits with an original maturity of three months or less where the investment is convertible to known amounts of cash and is subject to insignificant risk of changes in value. For the purposes of the statement of cash flow, cash and cash equivalents consist of cash and cash equivalents as defined above, plus term deposits with maturity dates of less than 12 months from balance date net of any outstanding bank overdrafts.

**h) Trade & Other Receivables**

Trade receivables, which comprise amounts due from sales of fundraising ticket sales or other income items are recognised and carried at original invoice amount less an allowance for any uncollectible amounts. The carrying amount of the receivable is deemed to reflect fair value.

An allowance for doubtful debts is made when there is objective evidence that the company will not be able to collect the debts. Bad debts are written off when identified.

**i) Inventories**

Inventories are measured at the lower of cost and net realisable value. Cost of inventory is determined using the first-in-first-out basis and are net of any rebates and discounts received.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the costs necessary to make the sale. Net realisable value is estimated using the most reliable evidence available at the reporting date and inventory is written down through an obsolescence provision if necessary.

Inventories acquired at no cost, or for nominal consideration are valued at the current replacement cost as at the date of acquisition, which is the deemed cost.

**j) Property, Plant & Equipment**

Plant and equipment are measured using the cost model.

Plant and equipment that have been contributed at no cost, or for nominal cost are valued and recognised at the fair value of the asset at the date it is acquired.

Assets measured using the revaluation model are carried at fair value at the revaluation date less any subsequent accumulated depreciation and impairment losses. Revaluations are performed whenever there is a material movement in the value of an asset under the revaluation model.

Classes of property, plant and equipment are measured using the cost or revaluation model as specified below.

Where the cost model is used, the asset is carried at its cost less any accumulated depreciation and any impairment losses. Costs include purchase price, other directly attributable costs and the initial estimate of the costs of dismantling and restoring the asset where applicable.

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015**

**j) Property, Plant & Equipment (cont.)**

**Land & Buildings**

Land and buildings are measured using the revaluation model.

Freehold land and buildings that have been contributed at no cost, or for nominal cost are valued and recognised at the fair value of the asset at the date it is acquired.

**Depreciation**

The depreciable amount of all fixed assets, excluding freehold land, is depreciated on a reducing balance basis over the assets useful life to Hands On SA Limited commencing from the time the asset is held ready for use.

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

<b>Fixed Asset Class</b>	<b>Depreciation rate</b>
Buildings	2.50%
Plant & Equipment	15% to 33.3 %
Motor Vehicles	12.5% to 27.5%

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

When an asset is disposed, the gain or loss is calculated by comparing proceeds received with its carrying amount and is taken to profit or loss.

**Impairment**

The carrying values of property, plant and equipment are reviewed for impairment at each reporting date, with recoverable amounts being estimated when events or changes in circumstances indicate that the carrying value may be impaired.

The recoverable amount of property, plant and equipment is the higher of fair value less costs of disposal and value in use. Depreciated replacement cost is used to determine value in use where the assets are not held principally for cash generating purpose and would be replaced if the company was deprived of it. Depreciated replacement cost is the current replacement cost of an item of plant and equipment less, where applicable, accumulated depreciation to date, calculated on the basis of such cost. Value in use for all other assets is a discounted cash flow calculation.

An impairment loss exists when the carrying value of an asset exceeds its estimated recoverable amount. The asset is then written down to its recoverable amount. Impairment losses are recognised in the Statement of Comprehensive Income.

**Derecognition & Disposal**

An item of property, plant and equipment is derecognised upon disposal, when the item is no longer used in the operations of the company or when it has no sale value. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in the Statement of Comprehensive Income in the year the asset is derecognised.

**k) Trade Creditors & Other Payables**

Trade payables and other payables represent liabilities for goods and services provided before the end of the financial year that are unpaid. The carrying amount of the creditors and payables is deemed to reflect fair value.

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015**

**3. REVENUE & OTHER INCOME**

**Revenue from Continuing Operations**

Finance Income includes all interest-related income, other than those arising from financial assets at fair value through profit or loss.

	2015	2014
	\$	\$
Operating Grants	1,532,023	1,451,594
Other Income	283,570	40,721
Revenue from Rendering of Services	443,342	450,488
Finance Income from Bank Deposits	138,787	152,834
Rental Income	60,363	52,709
	<u>2,458,085</u>	<u>2,148,346</u>

**4. CASH & CASH EQUIVALENTS**

For the purposes of the statement of cash flows, the entity considers cash to include cash on hand and cash in bank accounts. Cash as at the end of the reporting period as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

Cash at Bank	16,377	82,821
Short-Term Bank Deposits	<u>4,713,544</u>	<u>4,213,595</u>
	<u>4,729,921</u>	<u>4,296,416</u>

**5. TRADE & OTHER RECEIVABLES**

Trade Receivables	69,457	98,950
	<u>69,457</u>	<u>98,950</u>

The carrying value of trade receivables is considered a reasonable approximation of fair value due to the short term nature of the balances. The maximum exposure to credit risk at the reporting date is the fair value of each class of receivable in the financial statements.

**6. INVENTORIES**

At cost:

Raw Materials & Consumables	1,536	2,582
Finished Goods	<u>17,607</u>	<u>21,507</u>
	<u>19,143</u>	<u>24,089</u>

Write downs of inventories to net realisable value during the year were \$NIL (2014: \$NIL)

**7. OTHER ASSETS**

Prepayments	<u>15,597</u>	<u>10,887</u>
-------------	---------------	---------------

**8. PROPERTY, PLANT & EQUIPMENT**

**LAND & BUILDINGS**

**Freehold Land**

At Valuation	3,974,000	3,974,000
Total Land	<u>3,974,000</u>	<u>3,974,000</u>

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015**

**8. PROPERTY, PLANT & EQUIPMENT (cont.)**

	2015 \$	2014 \$
<b>Buildings</b>		
At Valuation	2,761,616	2,557,216
Accumulated Depreciation	<u>(177,200)</u>	<u>(113,990)</u>
Total Buildings	<u>2,584,416</u>	<u>2,443,226</u>
 Total Land & Buildings	 <u>6,558,416</u>	 <u>6,417,226</u>
 <b>PLANT &amp; EQUIPMENT</b>		
<b>Plant &amp; Equipment</b>		
At Cost	701,896	563,276
Accumulated Depreciation	<u>(372,772)</u>	<u>(323,104)</u>
Total Plant & Equipment	<u>329,124</u>	<u>240,172</u>
 <b>Motor Vehicles</b>		
At Cost	150,020	150,020
Accumulated Depreciation	<u>(84,814)</u>	<u>(67,818)</u>
Total Motor Vehicles	<u>65,206</u>	<u>82,202</u>
 Total	 <u>394,330</u>	 <u>322,374</u>
 Total Property Plant & Equipment	 <u>6,952,746</u>	 <u>6,739,600</u>

The Company's land and buildings were revalued at 30 June 2010 by independent valuers. Valuations were made on the basis of open market value in an arms length transaction based on similar properties. The revaluation surplus net of applicable deferred income taxes was credited to an asset revaluation reserve in shareholders' equity.

At 30 June 2015, the Board of Directors are of the opinion that the carrying amount of the properties approximates the fair value.

**9. TRADE & OTHER PAYABLES**

Trade Payables	2,254	22,470
Sundry Payables & Accrued Expenses	-	235,000
Other Payables	<u>46,719</u>	<u>36,935</u>
	<u>48,973</u>	<u>294,405</u>

**10. EMPLOYEE PROVISIONS**

**i) Current**

Provision for Annual Leave & Long Service Leave	255,592	224,794
	<u>255,592</u>	<u>224,794</u>

**ii) Non-Current**

Provision for Long Service Leave	24,515	19,340
	<u>24,515</u>	<u>19,340</u>

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015**

**11. RESERVES & RETAINED SURPLUS**

	2015 \$	2014 \$
Revaluation Surplus		
Opening Balance	901,615	901,615
	<u>901,615</u>	<u>901,615</u>
Oakden Building Reserve		
Opening Balance	600,000	600,000
	<u>600,000</u>	<u>600,000</u>
Financial Asset Reserve		
Gift Reserve		
Opening Balance	252,401	252,401
	<u>252,401</u>	<u>252,401</u>
<b>Total Reserves</b>	<u><u>1,754,016</u></u>	<u><u>1,754,016</u></u>

(a) Revaluation Surplus

The asset revaluation reserve records realised gains on revaluation of property, plant & equipment recorded at fair value.

(b) Oakden Building Reserve & Financial Asset Reserve

These reserves records funds set aside for future expansion of Hands on SA Limited.

**12. ACCUMULATED FUNDS**

Accumulated Funds, beginning of the year	8,877,236	8,218,689
Other Equity Adjustments	-	(120)
Net surplus	826,381	658,667
Accumulated Funds, end of the year	<u><u>9,703,617</u></u>	<u><u>8,877,236</u></u>

**13. CASH FLOW INFORMATION**

**Reconciliation of operating surplus for the year to net cash flow from operations**

Operating Result	826,381	658,667
Non-cash Flows in Operating Result:		
Depreciation	129,875	98,963
Other Non Cash Adjustments	(21)	(120)
Changes in Assets & Liabilities:		
(Increase)/Decrease in Receivables	30,316	(25,072)
(Increase)/Decrease in Inventories	4,945	(3,328)
(Increase)/Decrease in Other Assets	(5,533)	3,006
Increase/(Decrease) in Other Liabilities	(245,411)	83,251
Increase/(Decrease) in Employee Provisions	35,973	-
Cash flows from operating activities	<u><u>776,525</u></u>	<u><u>815,367</u></u>

**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015**

**14. RELATED PARTY TRANSACTIONS**

The directors act in an honorary capacity and receive no compensation for their services other than reimbursement of expenses incurred in relation to their capacity as directors.

**15. MEMBERS GUARANTEE**

Hands On SA Limited is a company limited by guarantee & by its Memorandum and Articles of Association members' liability is restricted to \$50 per member.

The Memorandum and Articles of Association also hold that the income & property of the company is to be applied solely towards the promotion of the objectives of the company and shall not be distributed by way of surpluses to the members of the company.

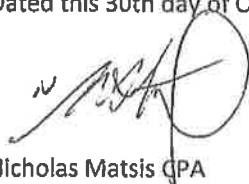
**HANDS ON SA LIMITED**  
**(a company limited by guarantee)**

**AUDITOR'S INDEPENDENCE DECLARATION UNDER SECTION 307C OF THE CORPORATIONS ACT 2001 AND  
DIVISION 60-40 OF THE ACNC ACT 2012 TO THE BOARD OF HANDS ON SA LIMITED**

I declare that to the best of my knowledge and belief, in relation to the audit of Hands on SA Limited for the year ended 30 June 2015 there have been:

- i) no contraventions of the auditor independence requirements as set out in the Corporations Act 2001 and the Australian Charities and Not-for-profit Commission Act 2012 in relation to the audit; and
- ii) no contraventions of any applicable code of professional conduct in relation to the audit.

Dated this 30th day of October 2015

A handwritten signature in black ink, appearing to read 'N. Matsis', with a large circular flourish at the end.

Nicholas Matsis CPA  
Registered Company Auditor No 77466  
38 Surrey Road  
KESWICK SA 5035

**INDEPENDENT AUDITOR'S REPORT FOR HANDS ON SA LIMITED****Report on the Financial Report**

We have audited the financial report, being a general purpose financial report, of Hands On SA Limited for the year ended 30 June 2015, comprising the statement of financial position, statement of comprehensive Income, statement of cash flows and statement of changes in equity for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the director's declaration.

***The Responsibility of the Board for the Financial Report***

The Board of Hands on SA Limited are responsible for the preparation and fair presentation of a financial report, that gives a true and fair view in accordance with Australian Accounting Standards – Reduced Disclosure Requirements, the Corporations Act 2001 and the Australian Charities and Not-for-profits Commission Act 2012.

The Board's responsibility also includes designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

***Auditor's Responsibility***

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, and described in Note 1, are appropriate to meet the needs of the Board. Our audit has been conducted in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

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

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

***Independence***

In conducting our audit, we have complied with the independence requirements of the Corporations Act 2001 and the Australian Charities and Not-for-profits Commission Act 2012. We confirm that the independence declaration required by the Corporations Act 2001 and the Australian Charities and Not-for-profits Commission Act 2012, which has been given to the directors of the company, would be in the same terms if given to the directors as at the time of this auditor's report.





**Auditor's Opinion**

In our opinion, the financial report of Hands On SA Limited has been prepared in accordance with the requirements of the Corporations Act 2001 and Division 60 of the Australian Charities and Not-for-profits Commission Act 2012, including:

- (a) giving a true and fair view of the company's financial position as at 30 June 2015 and of its performance for the year ended on that date; and
- (b) complying with Accounting Standards – Reduced Disclosure Requirements, the Corporations Regulations 2001; and the Australian Charities and Not-for-profits Commission Regulation 2013.

**Not for Profit Accounting Specialists**

38 Surrey Rd  
KESWICK SA 5035



Nicholas Matsis CPA  
Registered Company Auditor No 77466

Dated this 30<sup>th</sup> day of October 2015

