

2017-18 Annual Report

Who we are

We are an independent, secular, not-for-profit organisation that supports the delivery of best practice across the breadth of the community care sector.

Our Purpose

We provide innovative solutions that connect and enable people to access community care choices. We do this through progressive leadership and collaboration.

Our Values

Ethics demonstrating integrity and accountability in everything we do.

Excellence to be recognised as a leader in community care.

Dignity treating others the same way we want to be treated, with fairness and respect.

Open-mindedness encouraging creativity and curiosity, generating new approaches and expanding options.

Chair's Report

A lot of our time around the board table is spent talking about people.

We talk a lot about how people in the community can be empowered to live the sort of life they want to, regardless of their position in life. We talk about how our core programs of ComPacks, Regional Assessment Service (RAS) and Continuity of Support (CoS) help people improve their quality of life.

As I go around the state visiting our sub-contractors and other partners, I am always impressed with their focus and dedication to better the outcomes of people in their community who need help. I never tire hearing about how partners have moved heaven and earth to make sure their clients were looked after and not left worse off when their circumstances change, often without much notice. The work our partners do every day on the ground in their local communities shows me that there are people in the world who care deeply about vulnerable people and will provide the help and support they need, while maintaining that person's respect and dignity.

Of course, Community Options Australia would be nothing if it weren't for its own people. As COA's business model has changed this year, I have continued to be impressed with how the team have been able to work through the changes taking place and the teams unwavering commitment and enthusiasm to bettering the lives of people who need our help. My tremendous thanks to the team, led by our Executive Director Jane Crowe, for all their efforts during the last 12 months.

My thanks also to my Board colleagues, Joanne Watters, Kate McDougall, David Bruce, Dalvin Chien and Sara Haslinger. Their hard work around the board table has helped ensure that Community Options Australia is well placed to continue to serve people in the community who need our supports and services.

In 2019, our attention will remain on bedding down our new business model, making sure Community Options Australia continues to have strong operations and strategy aligned with our person centric values. This will culminate in the development of Community Options Australia's next strategic plan which will commence from 1 July 2020.

I look forward to working with you all during the next 12 months, continuing to help people live their best lives.

After all, everything we do comes down to people.



Benjamin Graham
Chair



Executive Director's Report

What have we achieved?

The process of drawing together this report has been a wonderful opportunity to review all we have achieved in this milestone year.

Highlights include:

- Successfully completed renegotiations with the Commonwealth Department of Health for Regional Assessment Services (RAS), including securing an additional two new Regions, taking the organisation to a total of ten Regions across NSW/ACT. Further to this we have moved to a centralised business model for RAS Support Plan Reviews and implemented new processes to effectively position the organisation for future opportunities in the national delivery of assessments.
- We were successful in tendering for the NSW Ministry of Health ComPacks contract, and further were successful in securing agreements to deliver within seven Local Health Districts (LHD's). Following this, we have implemented a new business model for centralised service coordination. This model now effectively and efficiently balances local services in local communities, with economies of scale, best practice operations, and centralised data management. The evolution of this data promises much to ensure our organisation can deliver more ComPacks packages within the available Budget, whilst re-thinking what it is we understand to be a quality ComPacks, and to deliver against our key objective of reducing hospital readmissions.
- Successfully awarded new National contract with the Commonwealth Department of Health to administer Continuity of Supports Individual Support Packages (CoS). The first clients from NSW, SA, VIC and QLD have all been transitioned, with the remaining clients in NT, Tas and WA to be completed in 18/19. Community Options Australia was well positioned for this unique contract, due to our case management heritage, independence from direct service delivery, and technology to aid with effective and efficient reporting functionality.

- We moved to new light-filled offices, staying within our friendly Artarmon. We have had no difficulty in filling the space though, with eighteen new faces joining us since late June.
- We transitioned to a Company Limited by Guarantee, with an appropriate governance structure for our business both now and into the future. Under this new structure we are truly independent and fit for purpose, supported by a skills-based Board, allowing us to avoid and mitigate against conflicts of interest.
- We piloted three full day training sessions with Apple Australia, in response to the clear need to build capacity in the sector in the use of assistive technology. Our goal is to demonstrate that by increasing the technological literacy of front-line care workers we can deliver independence for our clients. Neither age or disability should be a barrier to utilising technology.

What's our strategy for success?

Service with a capital S. Professionalism in everything we do. This doesn't mean we act like a big corporate, it means we remain authentic, focused on people and outcomes, and are flexible and innovative in our approach to issues. We make honest mistakes, and we learn from them. Governance should be behind the scenes, service is centre stage. Whilst good governance focuses on avoidance of risk, it is customer-centric service that drives reputation, growth and new opportunities to succeed.

We believe in the power of **technology** to make things better, but not for its own sake. Technology creates efficiencies, and powerful data, but it doesn't replace the human connection.

Contracts are the bricks and mortar of our business, but people bring it to life and make it happen. It's all about **relationships** built on trust and transparency.

A strong and visible **culture**. To make meaningful and positive change you must demonstrate the culture at every opportunity and be consistent in your interaction with all stakeholders. I am incredibly proud of the team here. When others tell them it cannot be done, they make it happen.

I have learnt so much, and I thank them for making me more agile, more resilient, and more patient (sort of). I'm a pathological optimist, who believes that everything can be better, indeed will be better. This company isn't perfect, but we strive to be, and that's what is important.

How is the organisation positioned for the future?

We are always looking ahead. Where we are today is the result of planning that started over two years ago, and a single-minded focus on what was important. There were lots of distractions, but we stayed focused on the "vital few".

Our radar is set on the move away from a Government-centric model, to a more customer-centric model of individualised budgets and choice, with technology as a key enabler.

In terms of our key programs, our vision for the next two years will come to life as:

- Our CoS platform preparing us for the future of individualised client funding. This bespoke technology platform allows clients to manage budgets, report monthly on spending, and automate client agreements including goals and service provision. In future, this technology roadmap can be used for clients to effectively self-manage and be placed at the centre of decisions in relation to their changing needs.
- Delivering a better quality ComPacks, using the available data to model the services and interventions that make a real difference in reducing hospital readmission rates. Our systems are already linked to NSW Health frameworks for referrals and budgeting, the next stage being the delivery of true connectivity between the acute and community care settings.
- Our new and improved RAS business model, and the skilled team we have in place, are well positioned for the impending Single Aged Care Assessment tender. Greater use of technology will also be a lynchpin for success, with the ability to quickly triage or consult with clinical experts from any location.
- Further replication of our business model, to offer quality, flexible, cost-effective solutions in a rapidly changing sector. Centralised intake, contract management and service coordination, when done efficiently and effectively, allows organisations to be cost-competitive and deliver local services in local communities under an activity-based funding model.

Why are we relevant today?

Raine & Makin define brand as “what people say about you behind your back”. We know what our stakeholders think, from what they have told us directly:

Our **Government stakeholders** say we are solutions-focused and deliver quality consistent services. We work in partnership, with openness and transparency.

Our **subcontractors, brokered service providers and suppliers** say we are professional, friendly, and challenge them to deliver their best.

Our **team** love working in an open, collaborative and challenging environment. They thrive in a modern non-hierarchical structure and a supportive learning environment where innovation and risk are rewarded.

Our **clients** tell us we are warm, professional and understanding. They know we are not perfect, and when we make mistakes we own it, and respond quickly with a resolution.

To all who are reading this, thank you for sharing our vision for what this organisation could be. I hope my legacy is a rock-solid culture, quality customer-focused service, systems and processes, strengthened professional relationships, innovative use of technology, and a strategically positioned business for long-term financial sustainability.

Yours sincerely,



Jane Crowe
Executive Director



Risk & Finance Chair's Report

The Risk and Finance Committee (RFC) aids the Board of Directors in fulfilling its corporate governance and oversight responsibility for financial reporting, internal control structure, risk management system, and external audit functions. Whilst the ultimate responsibility rests with the Board, the RFC is a mechanism for focusing on this oversight.

During the year, the RFC focused on implementing processes to assist in cashflow, profit and loss management, identifying forward cashflow obligations and undertaking internal reviews of policies relating to risk mitigation.

RFC meetings were conducted on 22 November 2017, 23 January 2018, 27 February 2018, 10 April 2018, 21 May 2018, 3 July 2018, 21 August 2018 and 16 October 2018.

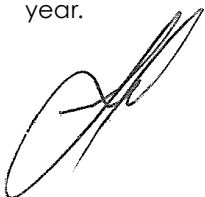
The committee continue to receive strong support and cooperation from management to monitor the implementation of various enhancements that seek to support the achievements of Community Options Australia objectives.

The RFC continue to liaise with LBW & Partners, Auditors and Lewis & Coble, Accountants to ensure the nature and extent of their audit procedures provide sufficient and appropriate assurances regarding Community Options Australia financial activities.

Following Community Options Australia conversion from an Association to a Limited by Guarantee company and the introduction of a new Constitution, for Community Options Australia, the RFC is working closely with our Auditors to ensure we maintain and instil best practice accounting and financial control across the organisation that reflects Community Options Australia ever increasing and diverse program agenda.

Through improved reporting and processes I am confident Community Options Australia will build a comprehensive framework to monitor and mitigate risk to ensure sustainability in an ever-changing and increasingly competitive environment.

I would like to thank my Committee members Joanne Watters and Dalvin Chien for their contributions and attention to detail during the year.



David Bruce
Risk & Finance Committee Chair



Programs

- ComPacks
- Regional Assessment Services (RAS)
- Continuity of Support (CoS)
- Rapid Response Packs (RRP)

Senior Program Manager
Ken Johnson

Program Coordinator
Eilidh Gillies

ComPacks

Community Options Australia values the work of subcontractors in delivering a quality program across the State for without them the delivery of the ComPacks program would not be possible.

- Accessible Living Options Inc
- Anglicare
- Bega Valley Shire Council
- Booroongen Djugun Limited
- CatholicCare Sydney
- Coast Community Connections
- Community Care Options
- Eurobodalla Shire Council
- HammondCare
- Interchange Australia
- Community Gateway Inc
- Mid North Coast Local Health District
- Snowy Monaro Regional Council

Following the introduction of COsMoS and streamlining of processes in the 16/17 financial year, further key achievements and success were enabled in the 17/18 financial year. Community Options Australia delivered ComPacks across 7 Local Health Districts (LHDs) with 13 subcontractor organisations.

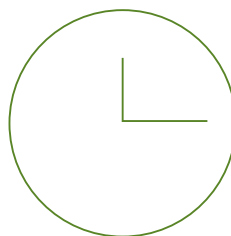
In a major highlight Community Options Australia was again successful in being listed as a panel provider on the Ministry of Health ComPacks contract commencing 2018/19.

This success enabled Community Options Australia to renew Local Customer Contracts for all 7 LHDs under our new ComPacks model. Community Options Australia would like to thank all Subcontractors for their support throughout the lengthy but rewarding tender process.

Highlights of the financial year include:



Over 5,000 packages delivered across all LHDs



Over 27,000 hours of Assessment and Case Management provided



Reporting functionality available within COsMoS for Subcontractors & LHDs

We thank our Intake and Referral team who are crucial in the delivery of ComPacks. The continued, professional support they provide to our subcontractors, referring staff and LHD relationship managers is what keeps the program operating so efficiently.

Community Options Australia is very excited about the opportunities available in 2018/19 via our ComPacks business model, which bring improvements in data collection, consistency, and the effectiveness of ComPacks packages for all clients.

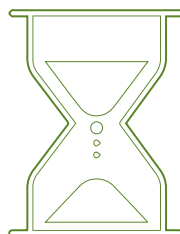
Client testimonials: *“Your services delivered with much kindness, were perfect and helped me to recover completely. They increase my confidence living at home”*

“May I thank you for the extremely wonderful services that I received from your program”

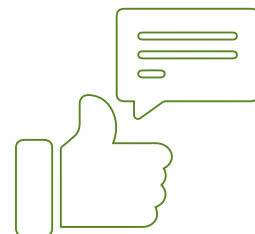
“Not only was it beneficial, the social interaction was great, and it was fun”



Over 10,000 transport trips provided



Over 53,000 hours of Service provided



Client satisfaction rating of over 90%

Regional Assessment Services

Community Options Australia delivers Regional Assessment Services (RAS) for the Commonwealth Department of Health, with 11 Subcontractors across 8 Regions in NSW and the ACT.

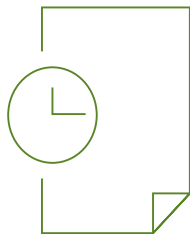
- ADSSI Home Living Australia
- CatholicCare
- Clarence Care + Support
- Coast Community Connections
- Community Options Canberra
- Community Services #1
- Interchange Australia
- Pinnacle Community Services
- Sydney Community Forum
- The Forrest Centre
- Tweed Shire Council
- Yourside

The 2017/18 financial year saw Community Options Australia grow from strength to strength which in turn, solidified the extension of Community Options Australia as a RAS contractor until 2020.

Community Options Australia acknowledges and admires the hard work and dedication of all Home Support Assessors who assist in making each client's My Aged Care journey.

We remained committed to working closely with local organisations to improve quality assurance in the Regional Assessment Services and the My Aged Care system in the new financial year.

Highlights of the financial year include:



**Delivery of over 6,900
Support Plan Reviews**



**96.5% overall client
satisfaction score**

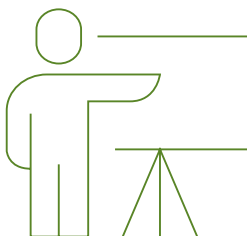


**Delivery of over
12,000 Assessments**

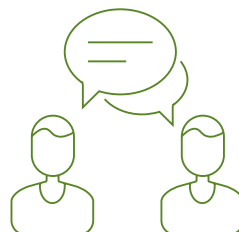
"Just want to compliment Home Support Assessor X who visited my father, X was very knowledgeable, helpful and friendly."

"X made multiple referrals and spent considerable time liaising with providers to ensure that all services were in place in time for surgery and would meet the client's needs. The client was in tears due to relief at having the services all in place and ready for surgery and thanked X 'a dozen times' during the follow up conversation and said she could now go ahead with the surgery feeling more confident and with less anxiety."

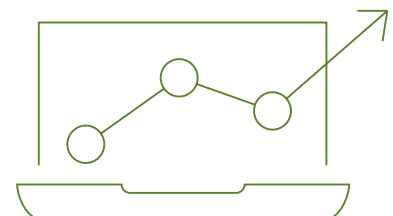
"After the assessment, the Coordinator/ support person for the client informed that she was impressed with the professional way X conducted the assessment and with the way she gathered the information in a skilled way and was able to ascertain the key issues facing client."



Availability of new Learning Experiences for all Home Support Assessors



Delivered 'Asking Better Questions' workshop
focused on empowering clients to better health and lifestyle choices.



Continuous improvements in Key Performance Indicators (KPI's)

Continuity of Support

In October 2017, Community Options Australia was selected by the Commonwealth Department of Health as the national Direct Funding Organisation for Continuity of Support – Individual Support Packages (CoS)

Under Council of Australian Governments (COAG) commitments and the National Disability Insurance Scheme Intergovernmental Agreement, governments agreed that continuity of support arrangements would be required for people with a disability who had previously received state-administered specialist disability services but did not meet the access requirements outlined in the National Disability Insurance Scheme (NDIS) Act 2013.

The CoS Programme was established to meet this commitment and provide continuity of support to older people (people aged 65 and over or Aboriginal and Torres Strait Islander people aged 50-64 years) who were previously accessing state-based specialist disability support and were ineligible for the NDIS. Eligible clients have been transitioned to CoS in line with implementation of the NDIS in their region. In the context of CoS, continuity of support means supporting older people to achieve similar outcomes to those they were achieving prior to being transitioned to new arrangements.

CoS is a closed programme that will not accept any new clients once implementation has occurred. As such, as clients exit the programme, the number of clients that Community Options Australia supports, in its role as the Direct Funding Organisation, will reduce over the life of the programme.

Although the broader CoS Programme began on 1 December 2016, direct funded clients commenced as CoS clients from 1 January 2018. To date, Community Options Australia has successfully transitioned clients in NSW, SA, and VIC. During 18/19, clients in NT, Tas and WA will complete their transition.

Community Options Australia would like to acknowledge the support of the Commonwealth Department of Health during the implementation of this new programme and thank Theresa Da Silva and Helen Phillips for their commitment in assisting clients to transition to CoS.

Rapid Response Packs

Rapid Response Packs (RRP) were a quick response episodic model of care that provided funding of up to \$2,000 for Case Management and service intervention for people experiencing rapid decline in function due to their condition. One-off funding of up to \$5,000 was also available for the purchase of equipment.

RRP's were originally developed in partnership with the Motor Neurone Disease Association of NSW (MND NSW) to enhance a person's capacity to remain living independently in their home.

Community Options Australia Ltd. became involved in this service delivery in late June 2005 following the allocation of one-off funding for \$200,000 from the NSW Department of Ageing and Disability and Home Care (DADHC).

One of the objectives for the grant was to test episodic community case management of people with quickly degenerating diseases who required support for a limited time. The initial program, "MNDPacks", focussed on people living with Motor Neurone Disease (MND) and their carers/families. Using a collaborative, investigative process, this led to the development and creation of appropriate early intervention options and improved evidence-based service responses. RRP's were funded by NSW Ageing Disability and Home Care (ADHC), now known as Family and Community Services (FACs).

Recurrent funding was utilised to develop, implement, evaluate and expand an effective service response.

Over the duration of the program Community Options Australia Ltd deployed thousands of packages from funding of more than \$1M.

RRP funding was applied for, on behalf of a person, by a representative of an organisation that provided case management services. The funding enabled case managers to assist their clients to access funds that directly aligned with the client's care plan goals and provided the client with flexible and individualised options for funding.

In many cases, without access to this funding, the client would have been in a situation that either meant their independence was reduced; they would have been unable to access their physical environment, their health would have continued to deteriorate; their service would have been suspended leading to premature placement in a residential facility; increased isolation; significant carer stress and limited mobility leading to increased depression. With the rollout of the NDIS, Rapid Response Packs funding ended on 30th June 2018.

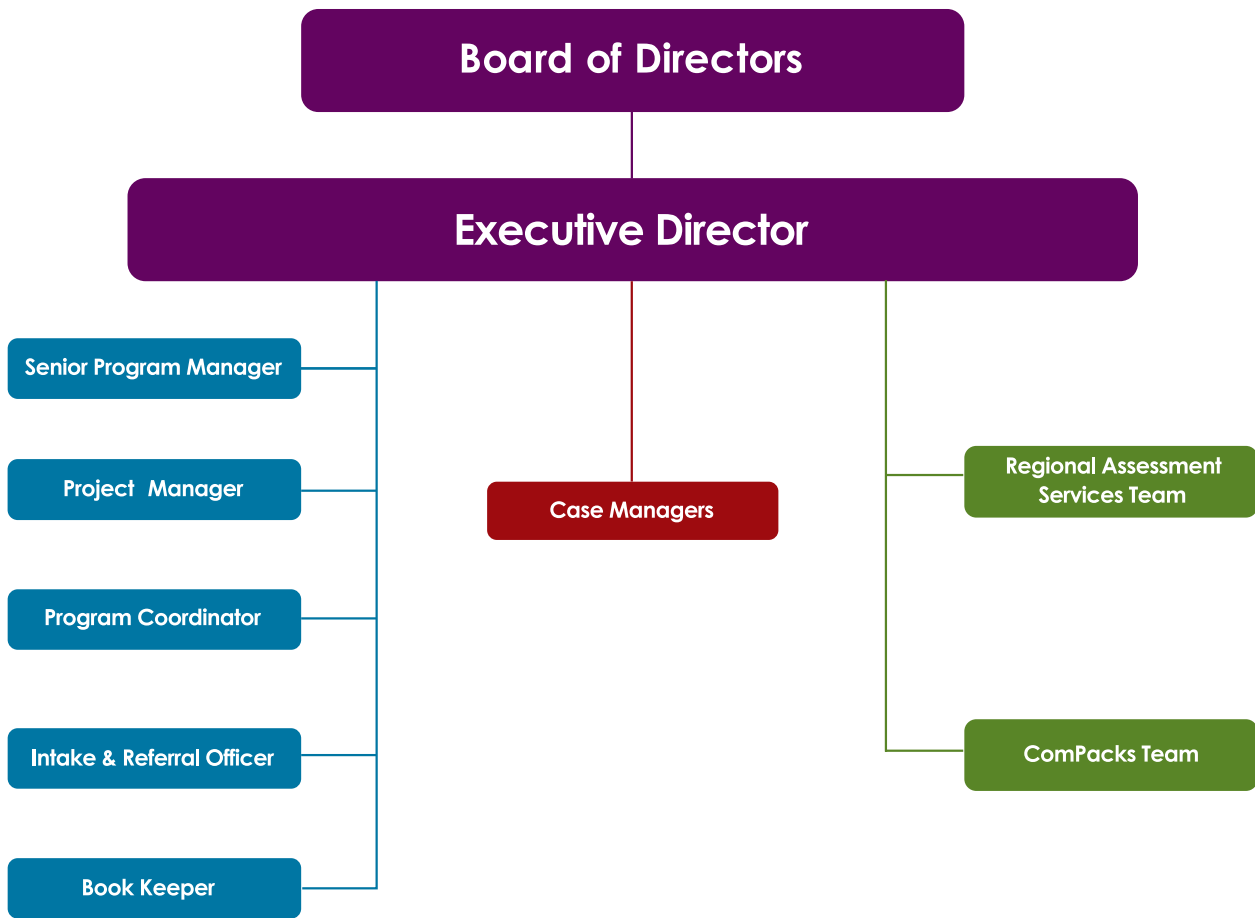
It has been a privilege for Community Options Australia to be able to provide access to these funds for the last decade, we thank the many organisations who worked with us over this time to deliver these packages.

Organisational Members 2017-18

We would like to thank the following members for their support and engagement:

Accessible Living Options Inc	Eurobodalla Shire Council Community Care Services
Access Care Network Australia	The Forrest Centre
ADSSI HomeLiving Australia	HammondCare
Anglicare	Interchange Australia
Bega Valley Shire Council	LiveBetter Community Services
Booroogen Djugun Aboriginal Cooperation	Mid Coast Council Aging & Disability Service
CatholicCare Sydney	Mid North Coast Local Health District (ComPacks)
Central Coast Disability Network	Multicultural Care
Clarence Care + Support	Northside Community Forum Inc
Coast Community Connections Limited	Pinnacle Community Services
Community Care Options	Snowy Monaro Regional Council
Community Gateway Inc	Sydney Community Forum
Community Options ACT	Tweed Shire Council
Community Services #1	Fairhaven Services
Dugog & District Neighbourcare Inc	Zest Care
Ku-Ring-Gai Neighbourhood Centre	Rubies Nursing

Organisation Structure



Acknowledgments

Community Options Australia thanks the following for their continued support:



Health



Australian Government

Department of Health



**Family &
Community Services**

Ageing, Disability & Home Care

Financial Reports & Statements

- Directors' Report
- Statement of profit or loss
- Statement of financial position
- Statement of changes in equity
- Statement of cash flows
- Notes to the financial statements
- Directors' declaration
- Independent auditor's report

Directors' Report - 30 June 2018

The directors present their report, together with the financial statements, of Community Options Australia Limited ('the Company') for the year ended 30 June 2018.

On 19 February 2018, the legal structure of the entity was changed from an incorporated association under the Associations Incorporation Act 2009 (NSW) to a Company Limited by Guarantee under the Corporations Act 2001.

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:

Benjamin Graham - Chair
David Bruce - Company Secretary (commenced 22nd November 2017)
Kate McDougall - Deputy Chair
Joanne Watters (resigned effective 27th September 2018)
Dalvin Chien (commenced 22nd November 2017)
Monique Cardon (resigned effective 22nd November 2017)
Sarah Richardson (resigned effective 23rd January 2018)
Rosy Walia (resigned effective 23rd February 2018)

Objectives

To provide innovative solutions that connect and enable people to access community care choices.

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Directors' Report - 30 June 2018

Strategy for achieving objectives

Strategic priorities for the next five years are:

1. Financial Sustainability – to build a robust, thriving organisation.

This will be evidenced by:

- Increased and diversified revenue streams
- Maintenance and expansion of existing contract revenue
- An effective and evolving business model
- Implementing technology to ensure efficient and best practice business systems are in place
- Operating under sound and ethical financial management principles

2. Quality Service Delivery and Innovation – with services of the highest quality, and an organisation that is recognised as a leader in innovative business practices.

This will be evidenced by:

- Maintenance of required quality audit certifications
- Outstanding quality results from regular external surveys and stakeholder feedback
- Exceeding all Key Performance Indicator contract deliverables
- The measurement and reporting of outcomes through the use of innovative systems
- Utilising existing and new internal technologies to expand relevance and capabilities
- Conducting research and development for best practice and innovation
- Effectively communicating with stakeholders, listening and responding to their needs, feedback and suggestions
- Meeting and exceeding all quality and regulatory requirements
- Having a culture of continuous improvement and innovation

3. Profile and Leadership – to be widely recognised as leaders in the community care sector.

This will be evidenced by:

- Being embraced by our key stakeholders as the “go to” organisation for information on the quality delivery and future of community care
- The targeted promotion of our profile and activities, across a diverse range of media and platforms
- The extensive reach of service delivery, and impact of programs
- Levels and quality of engagement with key stakeholders, including developing strong networks and links across the community care sector
- The ability to identify sector changes, new stakeholders and partners, and interpret, implement and communicate these changes
- Developing partnerships and alliances to enhance opportunities that are aligned with our objectives

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Directors' Report - 30 June 2018

4. People Aligned with Purpose – a highly-skilled team and Board of Directors, who are appropriately resourced to deliver quality, innovative outcomes.

This will be evidenced by:

- An effective and efficient organisational structure, that supports the goals and objectives of the organisation
- Being recognised as an employer of choice
- The ability to attract, retain and develop a high performing team, and foster a culture of collaboration, progress, and fun
- Developing innovative human resource approaches and policies
- Encouraging and supporting ongoing professional development
- Being an organisation that is responsive, drives change, and achieves success
- Maintaining robust governance systems, including quality Human Resources processes and training programs

Principal activities

The principal activities of the Company during the financial year were to provide independent assessment and case management services in the community care sector. The Company is recognised as a leader in contract management, centralised intake, assessment and service coordination, and quality processes for the delivery of community care.

Performance measures

In the 17/18 financial year, the Company was successful in re-securing contracts with the NSW Ministry of Health for the delivery of ComPacks packages, as well as the Commonwealth Department of Health for Regional Assessment Services (RAS) with both contracts commencing from 1st July 2018.

In addition, the Company was successful in securing a new national contract with the Commonwealth Department of Health for Continuity of Support (CoS) Individual Support Packages, which commenced from 1st October 2017.

Operating results

The surplus of the Company for the financial year amounted to \$95,206 (2017 \$88,106).

Significant changes in the state of affairs

There have been no significant changes in the state of affairs of the Company during the year.

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Directors' Report - 30 June 2018

Information on directors

Name:	Benjamin Graham
Title:	Chair
Qualifications:	Bachelor of Communications/Journalism
Experience and expertise:	Benjamin has worked for several peak bodies and professional associations in healthcare, agriculture and migration since 2007. Much of his experience working in these organisations has focused on communication, marketing, membership, media and business development work. Benjamin also serves as an Executive Director and holds Director positions with other not for profit organisations.
Special Responsibilities:	Member of Governance Committee

Name:	David Bruce
Title:	Company Secretary
Qualifications:	BA, FGIA, FIML, GAICD
Experience and expertise:	David is a CEO and Company Director with experience in Australia, the Middle East, India and the United Kingdom in the not for profit sector in health, research and development, pharmaceutical and finance. He is a graduate and member of the Australia Institute of Company Directors, a Fellow of the Governance Institute of Australia and Fellow of The Institute of Managers and Leaders and is currently completing an MBA via Southern Cross University.
Special Responsibilities:	Chair of Risk & Finance Committee

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Directors' Report - 30 June 2018

Name:	Kate McDougall
Title:	Director
Qualifications:	Bachelor Health Science (Rehabilitation Counselling), Masters of Not for Profit and Social Enterprise Management
Experience and expertise:	Kate has over 10 years' experience working in the community sector. Kate has worked in a variety of roles from Operational Management, Strategic and Transformational Projects, Case Management and Support Work. Kate currently works as a Consultant in business and technology transformation projects in the not for profit sector, specialising in aged, disability and family services.
Special Responsibilities:	Deputy Chair and Chair of Governance Committee

Name:	Dalvin Chien
Title:	Director
Qualifications:	B.Comm, LLB, LLM, AICD
Experience and expertise:	Dalvin brings strategic legal and commercial skills from over 15 years' experience practicing as a commercial and technology lawyer in the health, technology, and government sectors. He is currently a senior lawyer at an award-winning national law firm where his main areas of practice are in cyber security, government contracting, technology sourcing, e-commerce, and corporate governance. In addition to his professional practice, Dalvin teaches a Master of Law Course at the Australian National University. Dalvin holds a Bachelor of Laws, Bachelor of Commerce and a Master of Law. Dalvin is a member of the Australian Institute of Company Directors and serves as Vice Chair of the Technology Sourcing committee of ITECH Law. He has presented and written on a wide array of commercial and cyber security topics.
Special Responsibilities:	Member Risk & Finance Committee

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Directors' Report - 30 June 2018

Meetings of directors

The number of meetings of the Company's Board of Directors ('the Board') and of each Board committee held during the year ended 30 June 2018, and the number of meetings attended by each director were:

	Full Board		Risk & Finance Committee		Governance Committee	
	Attended	Held	Attended	Held	Attended	Held
Monique Cardon	4	4	4	5	-	-
Joanne Watters	7	8	8	9	-	-
Benjamin Graham	8	8	-	-	5	6
Sarah Richardson	4	5	5	5	-	-
Rosy Walia	4	5	-	-	2	2
Kate McDougall	8	8	-	-	6	6
Dalvin Chien	4	4	2	4	-	-
David Bruce	4	4	4	4	-	-

Held: represents the number of meetings held during the time the director held office or was a member of the relevant committee.

Contributions on winding up

In the event of the Company being wound up, each member must contribute an amount that is limited to the amount, if any, unpaid by that member in respect of their membership of the Company to the property of the Company if the Company is wound up while the member is a member, or within 12 months after they stop being a member.

Auditor's independence declaration

A copy of the auditor's independence declaration as required under section 307C of the Corporations Act 2001 is set out immediately after this directors' report.

This report is made in accordance with a resolution of directors, pursuant to section 298(2)(a) of the Corporations Act 2001.

On behalf of the directors


Benjamin Graham
Chair


Kate McDougall
Deputy Chair

16 October 2018



LBW & Partners
Chartered Accountants & Business Advisers
ABN 80 618 803 443

Office
Level 3, 845 Pacific Hwy, Chatswood NSW 2067

Postal address
PO Box 276, Chatswood NSW 2057

W www.lbw.com.au
E mal@lbw.com.au
P (02) 9411 4866

Partners
Rupa Dhamasiri
Alan M Perrott
George P Rochios
Mark W Willock

Community Options Australia Limited (Formerly known as Community Options Australia Inc)
ABN: 30 606 404 127

Auditor's Independence Declaration under Section 307C of the Corporations Act 2001 to the Directors of Community Options Australia Limited (Formerly known as Community Options Australia Inc)

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2018, there have been:

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


Rupa Dhamasiri
Partner

LBW & Partners
Chartered Accountants
Level 3, 845 Pacific Highway
CHATSWOOD NSW 2067

Dated this 16th day of October 2018



Liability limited by a scheme approved
under Professional Standards Legislation



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Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Statement of profit or loss and other comprehensive income for the year ended 30 June 2018

	Note	2018 \$	2017 \$
Revenue	4	12,695,997	10,516,640
Expenses			
Employment expenses		(481,294)	(422,938)
Depreciation and amortisation expenses		(22,941)	(10,503)
Administration and office expenses		(526,617)	(299,784)
Operational expenses		(11,565,854)	(9,691,712)
Loss on disposal of plant and equipment		(3,801)	(892)
Finance costs		(284)	(2,705)
Surplus before income tax expense		95,206	88,106
Income tax expense		-	-
Surplus after income tax expense for the year	18	95,206	88,106
Other comprehensive income for the year, net of tax		-	-
Total comprehensive income for the year		95,206	88,106

The above statement of profit or loss and other comprehensive income should be read in conjunction with the accompanying notes

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Statement of financial position - as at 30 June 2018

	Note	2018 \$	2017 \$
Assets			
Current assets			
Cash and cash equivalents	6	227,615	274,081
Trade and other receivables	7	973,647	1,046,884
Other financial assets	8	255,800	200,000
Other assets	9	24,993	7,070
Total current assets		1,482,055	1,528,035
Non-current assets			
Plant and equipment	10	60,837	23,648
Intangibles	11	33,192	-
Other financial assets	12	95,033	-
Total non-current assets		189,062	23,648
Total assets		1,671,117	1,551,683
Liabilities			
Current liabilities			
Trade and other payables	13	969,586	1,022,229
Lease liabilities	14	1,042	8,727
Employee benefits	15	22,938	11,127
Income received in advance	16	86,795	21,768
Total current liabilities		1,080,361	1,063,851
Non-current liabilities			
Employee benefits	17	7,718	-
Total non-current liabilities		7,718	-
Total liabilities		1,088,079	1,063,851
Net assets		583,038	487,832
Equity			
Retained surplus	18	583,038	487,832
Total equity		583,038	487,832

The above statement of financial position should be read in conjunction with the accompanying notes

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Statement of changes in equity - for the year ended 30 June 2018

	Retained surplus \$	Total equity \$
Balance at 1 July 2016	399,726	399,726
Surplus after income tax expense for the year	88,106	88,106
Other comprehensive income for the year, net of tax	-	-
Total comprehensive income for the year	88,106	88,106
Balance at 30 June 2017	487,832	487,832
	Retained surplus \$	Total equity \$
Balance at 1 July 2017	487,832	487,832
Surplus after income tax expense for the year	95,206	95,206
Other comprehensive income for the year, net of tax	-	-
Total comprehensive income for the year	95,206	95,206
Balance at 30 June 2018	583,038	583,038

The above statement of changes in equity should be read in conjunction with the accompanying notes

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Statement of cash flows - for the year ended 30 June 2018

	Note	2018 \$	2017 \$
Cash flows from operating activities			
Receipts from customers (inclusive of GST)		13,947,711	11,535,825
Payments to suppliers and employees (inclusive of GST)		(13,747,002)	(11,757,656)
Interest received		8,750	4,864
Interest and other finance costs paid		(284)	(2,705)
Net cash from/(used in) operating activities		209,175	(219,672)
Cash flows from investing activities			
Payments for purchase of plant and equipment		(52,963)	(3,455)
Payments for term deposits		(150,833)	(200,000)
Payment for intangibles		(44,160)	-
Net cash used in investing activities		(247,956)	(203,455)
Cash flows from financing activities			
Payment of finance lease liabilities		(7,685)	(5,979)
Net cash used in financing activities		(7,685)	(5,979)
Net decrease in cash and cash equivalents		(46,466)	(429,106)
Cash and cash equivalents at the beginning of the financial year		274,081	703,187
Cash and cash equivalents at the end of the financial year	6	227,615	274,081

The above statement of cash flows should be read in conjunction with the accompanying notes

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Notes to the financial statements - 30 June 2018

Note 1. General information

The financial statements cover Community Options Australia Limited as an individual entity. The financial statements are presented in Australian dollars, which is Community Options Australia Limited's functional and presentation currency.

On 19 February 2018, the legal structure of the entity was changed from an incorporated association under the Associations Incorporation Act 2009 (NSW) to a Company Limited by Guarantee under the Corporations Act 2001.

The financial statements were authorised for issue, in accordance with a resolution of directors, on 16 October 2018. The directors have the power to amend and reissue the financial statements.

Note 2. 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.

New or amended Accounting Standards and Interpretations adopted

The Company has adopted all of the new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period.

Any new or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

Basis of preparation

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards - Reduced Disclosure Requirements and Interpretations issued by the Australian Accounting Standards Board ('AASB') and the Corporations Act 2001, as appropriate for not-for profit oriented entities.

Historical cost convention

The financial statements have been prepared under the historical cost convention.

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 Company's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in note 3.

Revenue recognition

Revenue is recognised when it is probable that the economic benefit will flow to the Company and the revenue can be reliably measured. Revenue is measured at the fair value of the consideration received or receivable.

Membership revenue

Membership revenue is recognised on a straight-line basis over the period of the membership.

Government contract revenue

Government contract revenue is recognised when the related service is provided.

Interest

Interest revenue is recognised as interest accrues using the effective interest method. This is a method of calculating the amortised cost of a financial asset and allocating the interest income over the relevant period using the effective interest rate, which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to the net carrying amount of the financial asset.

Other revenue

Other revenue is recognised when it is received or when the right to receive payment is established.

Income tax

As the Company is a tax exempt institution in terms of subsection 50-10 of the Income Tax Assessment Act 1997, as amended, it is exempt from paying income tax.

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Notes to the financial statements - 30 June 2018

Note 2. Significant accounting policies (continued)

Current and non-current classification

Assets and liabilities are presented in the statement of financial position based on current and non-current classification.

An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the Company's normal operating cycle; it is held primarily for the purpose of trading; it is expected to be realised within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is classified as current when: it is either expected to be settled in the Company's normal operating cycle; it is held primarily for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

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 that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Trade and other receivables

Trade receivables are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment. Trade receivables are generally due for settlement within 30 days.

Collectability of trade receivables is reviewed on an ongoing basis. Debts which are known to be uncollectable are written off by reducing the carrying amount directly. A provision for impairment of trade receivables is raised when there is objective evidence that the Company will not be able to collect all amounts due according to the original terms of the receivables.

Property, plant and equipment

Plant and equipment are measured on the cost basis and are therefore carried at cost less accumulated depreciation and any accumulated impairment losses. In the event the carrying amount of plant and equipment is greater than the estimated recoverable amount, the carrying amount is written down immediately to the estimated recoverable amount and impairment losses recognised either in profit or loss. A formal assessment of recoverable amount is made when impairment indicators are present.

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

Plant and equipment is stated at historical cost less accumulated depreciation and impairment. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

The depreciable amount of all fixed assets is depreciated on a straight-line basis over the asset's useful life commencing from the time the asset is held ready for use.

Furniture, Fixtures and Fittings	5 years
Motor Vehicles	4 years
Computer Equipment	3-4 years
Office Equipment	3-5 years

The residual values, useful lives and depreciation methods are reviewed, and adjusted if appropriate, at each reporting date.

Leasehold improvements and plant and equipment under lease are depreciated over the unexpired period of the lease or the estimated useful life of the assets, whichever is shorter.

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Notes to the financial statements - 30 June 2018

Note 2. Significant accounting policies (continued)

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the Company. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss. Gains and losses on disposals are determined by comparing net proceeds with the carrying amount. These gains and losses are recognised in profit or loss in the period in which they occur.

Leases

Operating lease payments, net of any incentives received from the lessor, are charged to profit or loss on a straight-line basis over the term of the lease.

Intangible assets

Software

Significant costs associated with software are deferred and amortised on a straight-line basis over the period of their expected benefit, being their finite life of 3 years.

Trade and other payables

These amounts represent liabilities for goods and services provided to the Company prior to the end of the financial year and which are unpaid. Due to their short-term nature they are measured at amortised cost and are not discounted. The amounts are unsecured and are usually paid within 30 days of recognition.

Finance costs

Finance costs attributable to qualifying assets are capitalised as part of the asset. All other finance costs are expensed in the period in which they are incurred.

Employee benefits

Short-term employee benefits

Liabilities for wages and salaries, including non-monetary benefits, annual leave and long service leave expected to be settled wholly within 12 months of the reporting date are measured at the amounts expected to be paid when the liabilities are settled.

Other long-term employee benefits

The liability for annual leave and long service leave not expected to be settled within 12 months of the reporting date are measured at the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

Defined contribution superannuation expense

Contributions to defined contribution superannuation plans are expensed in the period in which they are incurred.

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

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the tax authority. In this case it is recognised as part of the cost of the acquisition of the asset or as part of the expense.

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 tax authority 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.

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Notes to the financial statements - 30 June 2018

Note 3. Critical accounting judgements, estimates and assumptions

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts in the financial statements. Management continually evaluates its judgements and estimates in relation to assets, liabilities, contingent liabilities, revenue and expenses. Management bases its judgements, estimates and assumptions on historical experience and on other various factors, including expectations of future events, management believes to be reasonable under the circumstances. There are no critical accounting judgements, estimates and assumptions that are likely to affect the current or future financial years.

Note 4. Revenue

	2018	2017
	\$	\$
Sales revenue		
Government contract revenue	12,623,730	10,452,998
Membership revenue	25,224	28,257
	12,648,954	10,481,255
Other revenue		
Interest income	8,750	4,636
Other revenue	38,293	30,749
	47,043	35,385
Revenue	12,695,997	10,516,640

Note 5. Expenses

	2018	2017
	\$	\$
Surplus before income tax includes the following specific expenses:		
<i>Rental expense relating to operating leases</i>		
Total rental expense relating to operating leases	20,518	27,384
<i>Superannuation expense</i>		
Defined contribution superannuation expense	38,949	36,116

Note 6. Current assets - cash and cash equivalents

	2018	2017
	\$	\$
Cash at bank	227,615	274,081

Note 7. Current assets - trade and other receivables

	2018	2017
	\$	\$
Trade receivables	973,647	1,046,884

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Notes to the financial statements - 30 June 2018

Note 8. Current assets - Other financial assets

	2018	2017
	\$	\$
Term deposit - ING	255,800	200,000

Note 9. Current assets - Other assets

	2018	2017
	\$	\$
Prepayments	17,923	-
Rental deposits	7,070	7,070
	24,993	7,070

Note 10. Non-current assets - plant and equipment

	2018	2017
	\$	\$
Furniture fixtures and fittings - at cost	8,385	15,972
Less: Accumulated depreciation	(6,782)	(7,745)
	1,603	8,227
Motor vehicles - at cost	20,235	20,235
Less: Accumulated depreciation	(15,481)	(10,423)
	4,754	9,812
Computer equipment - at cost	36,967	4,444
Less: Accumulated depreciation	(3,630)	(1,021)
	33,337	3,423
Office equipment - at cost	38,658	18,219
Less: Accumulated depreciation	(17,515)	(16,033)
	21,143	2,186
	60,837	23,648

Reconciliations

Reconciliations of the written down values at the beginning and end of the current financial year are set out below:

	Furniture Fixtures & Fittings	Motor Vehicles	Computer Equipment	Office Equipment	Total
	\$	\$	\$	\$	\$
Balance at 1 July 2017	8,227	9,812	3,423	2,186	23,648
Additions	-	-	32,524	20,439	52,963
Disposals	(3,801)	-	-	-	(3,801)
Depreciation expense	(2,823)	(5,058)	(2,610)	(1,482)	(11,973)
Balance at 30 June 2018	1,603	4,754	33,337	21,143	60,837

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Notes to the financial statements - 30 June 2018

Note 11. Non-current assets - intangibles

	2018	2017
	\$	\$
Software - at cost	44,160	-
Less: Accumulated amortisation	(10,968)	-
	33,192	-

Reconciliations

Reconciliations of the written down values at the beginning and end of the current financial year are set out below:

	Software
	\$
Balance at 1 July 2017	-
Additions	44,160
Amortisation expense	(10,968)
Balance at 30 June 2018	33,192

Note 12. Non-current assets - Other financial assets

	2018	2017
	\$	\$
Term deposit	95,033	-

This term deposit is held as a guarantee for the lease of the office premises.

Note 13. Current liabilities - trade and other payables

	2018	2017
	\$	\$
Trade payables	935,709	982,054
GST payable	1,166	13,865
Other payables and accrued expenses	32,711	26,310
	969,586	1,022,229

Note 14. Current liabilities - lease liabilities

	2018	2017
	\$	\$
Lease liability - motor vehicle	1,042	8,727

Assets pledged as security

The lease liabilities are effectively secured as the rights to the leased assets, recognised in the statement of financial position, revert to the lessor in the event of default.

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Notes to the financial statements - 30 June 2018

Note 15. Current liabilities - employee benefits

	2018	2017
	\$	\$
Annual leave	22,938	11,127

Note 16. Current liabilities - Income received in advance

	2018	2017
	\$	\$
Membership fees received in advance	15,546	21,768
CoS Funding received in advance	71,249	-
	86,795	21,768

Note 17. Non-current liabilities - employee benefits

	2018	2017
	\$	\$
Long service leave	7,718	-

Note 18. Equity - retained surplus

	2018	2017
	\$	\$
Retained surplus at the beginning of the financial year	487,832	399,726
Surplus after income tax expense for the year	95,206	88,106
Retained surplus at the end of the financial year	583,038	487,832

Note 19. Fair value measurement

The carrying amounts of trade and other receivables and trade and other payables approximate their fair values due to their short-term nature.

The fair value of financial liabilities is estimated by discounting the remaining contractual maturities at the current market interest rate that is available for similar financial liabilities.

Note 20. Key management personnel disclosures

Compensation

The aggregate compensation made to the members of key management personnel of the Company is set out below:

	2018	2017
	\$	\$
Aggregate compensation	179,925	164,248

Note 21. Contingent liabilities

The Company had no contingent liabilities as at 30 June 2018 and 30 June 2017 other than the lease guarantee disclosed under Note 12.

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Notes to the financial statements - 30 June 2018

Note 22. Commitments

	2018	2017
	\$	\$
Lease commitments - operating		
Committed at the reporting date but not recognised as liabilities, payable:		
Within one year	89,475	31,108
One to five years	299,857	23,331
	<u>389,332</u>	<u>54,439</u>
Lease commitments - finance		
Committed at the reporting date and recognised as liabilities, payable:		
Within one year	1,042	9,152
	<u>1,042</u>	<u>9,152</u>
Less: Future finance charges	-	(425)
Net commitment recognised as liabilities	<u>1,042</u>	<u>8,727</u>

Operating lease commitments include contracted amounts for office premises under non-cancellable operating leases expiring on 31 May 2019 and 7 June 2023. The leases have various escalation clauses. On renewal, the terms of the leases are renegotiated.

A finance lease is in place for a motor vehicle. The term of this lease ended in July 2018.

Note 23. Related party transactions

Key management personnel

Disclosures relating to key management personnel are set out in note 20.

Transactions with related parties

Jennifer Allan is the Chief Executive Officer of Adssi HomeLiving Australia and was Acting Chief Executive Officer of Coast Community Connections Limited. She was a Director of Community Options Australia, and was a member of the Risk & Finance Committee. She resigned from the Community Options Australia Board on 4 February 2017. Adssi HomeLiving Australia is one of the RAS subcontractors for Community Options Australia, and delivers RAS in the Central Coast and Hunter regions. Coast Community Connections Limited is also a RAS subcontractor and ComPacks subcontractor.

The following transactions occurred with related parties:

	2018	2017
	\$	\$
Payment for goods and services:		
Purchases from Adssi HomeLiving Australia	-	662,080

Receivable from and payable to related parties

The following balances are outstanding at the reporting date in relation to transactions with related parties:

	2018	2017
	\$	\$
Current payables:		
Trade payables to Adssi HomeLiving Australia	-	156,407

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Notes to the financial statements - 30 June 2018

Note 23. Related party transactions (continued)

Loans to/from related parties

There were no loans to or from related parties at the current and previous reporting date.

Terms and conditions

All transactions were made on normal commercial terms and conditions and at market rates.

Note 24. Economic dependency

The company depends on funding from Government contracts for service delivery to operate the business. As of the date of this report the Board of Directors has no reason to believe that the term of these contracts will change or be terminated early for performance or other reasons, and hence is confident of the long term financial sustainability of the Company.

Note 25. Events after the reporting period

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

Community Options Australia Limited (Formerly known as Community Options Australia Inc)
Directors' Declaration - 30 June 2018

In the directors' opinion:

- the attached financial statements and notes comply with the Australian Accounting Standards - Reduced Disclosure Requirements the Corporations Act 2001 and other mandatory professional reporting requirements;
- the attached financial statements and notes give a true and fair view of the Company's financial position 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 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 295(5)(a) of the Corporations Act 2001.

On behalf of the directors


Benjamin Graham
Chair

16 October 2018


Kate McDougall
Deputy Chair

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Independent Auditors' Report



LBW & Partners

Chartered Accountants & Business Advisers
ABN 80 618 803 443

Office

Level 3, 845 Pacific Hwy, Chatswood NSW 2067

Postal address

PO Box 276, Chatswood NSW 2057

W www.lbw.com.au

E mail@lbw.com.au

P (02) 9411 4866

Partners

Rupa Dharmasiri

Alan M Perrott

George P Prochios

Mark W Willock

Community Options Australia Limited (Formerly known as Community Options Australia Inc)

ABN: 36 606 404 127

Independent Audit Report to the members of Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Report on the Audit of the Financial Report

Opinion

We have audited the accompanying financial report of Community Options Australia Limited (formerly known as Community Options Australia Inc) (the Company), which comprises the statement of financial position as at 30 June 2018, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the directors' declaration.

In our opinion, the accompanying financial report of the Company is in accordance with the *Corporations Act 2001*, including:

- giving a true and fair view of the Company's financial position as at 30 June 2018 and of its financial performance for the year then ended; and
- complying with *Australian Accounting Standards – Reduced Disclosure Requirements*, and the *Corporations Regulations 2001*.

Basis for Opinion

We 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 Company in accordance with the auditor independence requirements of the *Corporations Act 2001* 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 other ethical responsibilities in accordance with the Code.

We confirm that the independence declaration required by the *Corporations Act 2001*, 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.

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

Responsibilities of Directors for the Financial Report

The directors of the Company are responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Australian Accounting Standards – Reduced Disclosure Requirements* and the *Corporations Act 2001* and for such internal control as the directors determine 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 directors are responsible for assessing the Company'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 directors either intend to liquidate the Company or to cease operations, or have no realistic alternative but to do so.



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Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Independent Auditors' Report



LBW & Partners
Chartered Accountants & Business Advisers
ABN 80 618 803 443

Office
Level 3, 845 Pacific Hwy, Chatswood NSW 2067

Postal address
PO Box 276, Chatswood NSW 2057

W www.lbw.com.au

E mail@lbw.com.au

P (02) 9411 4866

Partners
Rupa Dharmasiri
Alan M Perrott
George P Rochlos
Mark W Willock

Community Options Australia Limited (Formerly known as Community Options Australia Inc)
ABN: 36 606 404 127

Independent Audit Report to the members of Community Options Australia Limited (Formerly known as Community Options Australia Inc)

Auditor's Responsibilities for the Audit of the Financial Report

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

A further description of our responsibilities for the audit of the financial report is located in the auditing and Assurance Standards Board website at: <http://www.auasb.gov.au/Home.aspx>. This description forms part of our auditor's report.

Rupaniga Dharmasiri
Partner

LBW & Partners
Chartered Accountants
Level 3, 845 Pacific Highway
CHATSWOOD NSW 2067

Dated this 17th day of October 2018



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