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From the CEO

In 2019 Youth Express staff, supported by a quality and volunteer management board, continued to provide excellent school to work transition support, planning, and employment programs across the Hunter region. These programs supported 6,000 young people, Indigenous and educators. Although it has been a more difficult year financially for Youth Express we have continued to grapple with the changing landscape of support for school based young people and their transition preparation from compulsory education into post school education and training, meaningful, sustainable employment and positive community participation.

Funding is available for employment outcomes based programs and Youth Express are proud to have been financially supporting the implementation of a Vocational Training and Employment Centre (VTEC) in the Hunter to support Indigenous Australians into meaningful employment, with a focus on young people 15-25 years of age. In doing this, the organisation is now well placed to continue a successful VTEC program in 2020.

However, funding to support the preparation of all young people for well-rounded industry and employment based life skills whilst still in school, has not been highlighted at all levels of government. As such, throughout 2019 Youth Express has continued to financially support in part, our **SCHOOL SUPPORT SERVICES** programs through the



Julie Eldridge
CEO

Natalie Lewin
Office Manager

Breanna Landwehr
Business Development Officer

Jane Thompson
WPL Team Leader

Denise Rafferty
WPL coordinator

Kim Miles
WPL Coordinator/Office Support

Tania Bunk
Industry Liaison / VTEC

Teresa Hughes
VTEC Coordinator

Genus Passi
IAS Coordinator

Sam Russell
IAS Coordinator

Iain Yule
Special Programs

Leanne Ferguson
L2L Coordinator

Eve Maguire
L2L Coordinator

provision of transition and employment support learning opportunities for young people in schools. During this time, we have continued to seek and source adequate funding to maintain the current suite of career education based industry links program services that students and schools have been enjoying since 2010. These services directly engage students and educators with industry partners to raise awareness of requirements for education, learning, training and employment post school from an industry perspective.

Thank you to the 6 schools across the Hunter that have provided some funding to support the continuation of these services by Youth Express. Maitland HS, Maitland Grossmann HS, Mount View HS, Francis Greenway HS, Rutherford Technology HS and Hunter Valley Grammar School. Should these relationships be lost, they would be expensive and resource hungry to rebuild. We have also relied heavily on small grants through industry and philanthropic avenues to counter support these programs.

This has not been an easy task that is very resource hungry internally, as the funding pool from all levels of government to outside agencies has been small, with very little funding to support the transition development of young people available outside of the school setting.

We thank the NSW Department of Education and Training, Catholic Schools Office and Independent Schools Association (IAS) – Vocational Education and Trainings (VET) teams, for their forward thinking approach and continued support of the WORK PLACE LEARNING SERVICES for ICF students.

This continues to be the major and signature program for Youth Express and is the core opportunity for ongoing engagement with local business and industry in the training and development of young people whilst they are still in school. To the 3000 plus local businesses that continue to provide opportunities for work place learning and program activities, THANK YOU! Your input into the understanding of employment requirements and personal development of the young people you provide placements for cannot be lauded enough.

Other funded programs include:

NSW Government funded, Links to Learning- supporting youth at risk of disengaging from education to re-engage in school.

Australian Government Funded Indigenous students support programs, Indigenous Advancement Strategy (IAS) Children and Schools Program– Partnerships for Successful Aboriginal Young People and Cessnock Community in Schools.

Local Industry Philanthropic Support Grants – Aurizon, Telstra and Port Stephens Council – STEAM Shack support. We look forward to increased industry support in 2020.

A special shout out to the Indigenous communities across the Hunter that have worked closely with staff of Youth Express to provide high quality culturally appropriate support to students and job seekers as well as cultural education to the general community and educators.

I have been absent for a period of 2019 due to ill health and would like to raise awareness of the wonderful commitment that was made by all staff of Youth Express in my absence. It is heart-warming to know that as an organisation, Youth Express can stand alone when required and continue to support young people across the Hunter region with quality service and high levels of commitment. To all the staff of Youth Express and the Board, my sincere thanks for support during a difficult period. I look forward to a positive, prosperous and successful 2020.

Julie Eldridge

CEO – Youth Express.



Business Development- Breanna Landwehr

2019 Yearly Summary

- \$ 57,443 income generated
- \$230,000 funding requested still pending
- 175 businesses engaged / interactions
- 26 applications for funding
- 10 events complete

2019 was a short year due to maternity leave covering April – October. The first quarter of the year required the completion of existing STEAM Shack events that were previously funded in the 2018 financial year. Upon my return I was able to hit the ground running by completing over \$230,000 in funding requests.



STEAM Shack Summary

The STEAM Shack saw continued support in 2019 from major sponsors and schools. Sponsor highlights include:

- AURIZON Drone Camps for Girls
- Telstra- Surfest Partnership
- Port Stephens Council STEAM Quest- Karuah



School Support Services Summary

2019 saw continued support from schools as being key sponsors of Youth Express services. 6 schools purchased \$40,200 worth of support with careers being a major area of support.



Matana Foundation

In December, we received confirmation of funds from the Matana Foundation to run a modified SWITCH program in 2020.



Indigenous Advancement Strategy (IAS)- Genus Passi and Sam Russel

2019 Yearly Summary

- PSAYP engaged 465 students
- CCSP engaged 316 students
- 13 schools engaged
- 2 Kindergarten groups engaged
- 18 events organized or attended across schools and community by IAS staff
- 85% students engaged in PSAYP held an attendance record of 70% or higher
- 87% students engaged in CCSP between held an attendance rate of 70% or higher



IAS Culture Strong

The Culture Strong program in 2019 was restructured to address particular focus areas including identity, health and wellbeing, identifying role models and facing racism. Students engaged well in the program, initiating a number of in depth discussions with IAS staff. One of many success stories from the program was the establishment of the Kirrawa Dance Group, consisting of a mixture of High School and Primary School students from the Cessnock area. The group were invited to perform at numerous school and community events, including the Cessnock Spring Awakening Festival and Walk on Kawuma Fun Day.



IAS Work Readiness

The Work Readiness program was successful across 2019. Students were able to engage in mock job interviews, industry visits, resume writing and a look into employability skills. Each student was given the opportunity to write or update a resume, allowing them to

pursue any employment opportunities, be it part time work or apprenticeships. Students were also given the opportunity to engage with the VTEC program, in order to provide them with the extra support in finding employment or training. Work Readiness will see a restructure in 2020, allowing more life skill based activities to be incorporated.



IAS Mentoring Programs

Three successful mentoring programs were rolled out during 2019. A young boys program was delivered at Maitland High School, which saw 9 young Aboriginal boys participate in a variety of workshops and activities. The boys designed their own polo shirt which they were given permission to wear as a school uniform when attending the program. The group has started projects in their Indigenous learning space, which includes building a native herb and plant garden, and upgrading the yarning circle space. Another young boys program was delivered at Nulkaba Public School. The group consisted of 8 boys that participated in a range of activities and discussions. It was a focus for the group to discuss the aspects of being a young man, in particular a young Aboriginal or Torres Strait Islander man, and how these aspects develop as they get older. The group engaged in Traditional Games to showcase some of the discussion points in a practical setting, and also engaged in a VR session. A new mentoring program was rolled out at Tenambit Public School called Young, Strong and Deadly. The program was aimed at a group of 10 young people, Indigenous and Non-Indigenous. The program focused on team building, self-confidence and life skills. All mentoring programs were a success in 2019, and will continue in 2020.

Industry Liaison – Tania Bunk

In 2019 I worked across various roles mainly focusing on Industry Liaison up until my appointment in October as the VTEC Coordinator, a role in which I continue to liaise consistently with industry and business. Early in 2019 I was liaising with industry not only in the context of WPL, but also predominantly for our VTEC program. I was also delivering the highly successful program *Validate Me* to our member schools, finding Work Placements for students in Year 11 & 12 and assisting in Breanna's role (Business Development) while she was on maternity leave.

2019 Yearly Summary

- 594 business & industry interactions overall
- 154 VTEC specific business & industry interactions
- 22 new employers on board for WPL
- 30 community interactions
- 120 interactions with schools and 800 young people engaged with
- October to December – VTEC KPI's met (5 participants employed per month)

Validate Me:

The Validate Me program is available as part of YE's School Support Package. I have been fortunate enough to have been able to continue delivering this program in schools in 2019 despite having juggled a few varied roles.

Community Interactions:

Regular attendance at Business Chamber breakfasts and networking meetings. Followed up with Josh Garven from Kurri Kurri High School who is completing the School Based Traineeship in Hospitality Youth Express sourced for him at Masonic Village in Kurri.



Validate Me Program

Engaging with the Year 9 & 10 boys from the Kawul centre at Singleton High School early 2019.



Josh Garven from Kurri Kurri High School for whom I sourced a Traineeship in Hospitality (Kitchen Operations) at Masonic Village, Kurri and his supervisor Lyn McCulloch.



Teacher Network Day - Glencore

Assisting the WPL team with events such as Teacher Network Days.

Links to Learning- Leanne Ferguson

2019 Summary

- 90 participants registered
- 74 participants engaged
- 6 schools engaged
- 30 weeks covering 93 sessions
- 38 activities completed
- Literacy, Learning and Numeracy testing of participants measured for entry level employment, indicates an improvement in 3 key areas:
 - ✓ Oral Communication increased 14.29%
 - ✓ Numeracy increased 21.43%
 - ✓ Writing increased 26.19%

A participant led project to event coordinate the Links to Learning Graduation celebrations. (Figure 1)

Employability Skills – Volunteering

Three (3) sessions of volunteering with the elderly residents at Fresh Hope Care Nursing Home. Our volunteers had the experience of serving morning tea and coffee, participating in activities to assist residents with emotional, mental and social stimulation and support, most importantly learning cross generational communication skills and gaining practical employability skills. (Figure 2)

Links Lunches

2,220 meals prepared to offer daily food preparation, nutrition and eating as a family experiences. (Figure 3)



Figure 1-2019 Graduation



Figure 2- Volunteering at Fresh Hope Care Nursing Home



Figure 3- Weekly Food Preparation & Nutrition



Figure 4- Indigenous Art/Mindfulness

School Support Services- Iain Yule

Yearly Summary

- 6 Member schools actively engaged
- 136 businesses supporting Special Programs events
- 6 Careers Quests engaging 1100 students
- 11 Work Inspirations tours engaging 321 students
- 13 STEAM events engaging 330 students
- 3 STEAM events engaging 1500 community participants
- 12 Interview and resume workshop events
- 5 RAAF Williamtown Work Inspirations tours
- Full tour of Google Australia Head Office in Sydney

Work Inspirations:

Work Inspirations is a highly successful event which is designed to expose youth to the career sector via on-site tours. This year we visited RAAF Williamtown, Google Australia, Hunter Valley Operations mine site, AGL Liddell Power Station, HPOTS Civil Engineering, TAFE NSW, Tyrells Wines, Taste of the Country Restaurant, Tocal Agricultural College, and Cummins Diesel.

- 86% of student participants rated Work Inspirations as either very high or high when assessing the importance and relevance of the program.

Interview and Resume Workshops:

Interview and resume workshops help prepare youth for job applications and interviews. These continue to grow in popularity as schools see the need to up-skill students in this area. Youth Express Links to Learning program engaged this workshop, as did Francis Greenway HS, St Mary's College and Hunter Valley Grammar School.

- 84% of student participants rated the workshops as either very high or high when assessing the importance and relevance of the program.



School Support Services- Iain Yule

Drone Camp Summary

The STEAM Shack continued to support Science, Technology, Engineering Art and Maths (STEAM) educational and career outreach through interactive drone camps. Camps were designed to support hands on experience for young people to free fly, code to missions and build awareness around safety, rules and application for the future. Funding for these camps was continued from the Aurizon Community Giving program that carried over from 2018 financial year.

- 74% of student participants rated the Drone camps as either very high or high when assessing how enjoyable and informative their experiences were.

Careers Quest

Careers Quests continue to set the benchmark in career engagement. In a 'speed dating' format, 12 Industry representatives present an overview of their career sector, the roles and responsibilities of the job, and the pathway to gain entry into their industry sector. Youth Express conducted six Careers Quests in 2019, engaging 1100 students.

- 79% of student participants rated the Careers Quest as either very high or high when assessing the importance and relevance of the program.

Moving On

The Moving on program distributed 1619 Exit Packs to the students of the Hunter Valley. Exit Packs contain a number of important and helpful contacts for students to assist them as they transition out of High School. Further to this, the students have the opportunity to register for free with Youth Express to receive regular updates on employment and further education and training.



VTEC - KauKan – Tania Bunk and Teresa Hughes

VTEC has 121 Participants on our database and we actively seek employment for them, assisting with resumes and job applications.

Since taking on the role of VTEC Coordinator on 14 October 2019, Teresa and I have placed 12 participants in employment (Oct-Dec 2019).

We have an ever growing number of business partners we liaise with to provide our participants with sustainable employment opportunities.

We continue to support community by consistently showing up and engaging services to visit local communities. I visit the Karuah community every Wednesday afternoon for 2 hours to have a yarn, find out what I can do to assist with services and information, help the young people in seeking employment and I am currently supporting one young person who is completing their Year 10 studies online.

Yearly Summary

- 105 active participants
- 15 participants placed in employment in 2019
- 614 businesses engaged

Mentoring of participants

Teresa and I actively seek employment for our participants and assist with resumes and job applications. Once having been successful in obtaining employment, I provide job mentoring and Teresa provides cultural mentoring for a participant's first 6 months in employment.

Information Sessions

KauKan holds numerous information sessions with thanks to our partnerships with Job Actives and Aboriginal and Torres Strait Islander community and government organisations.



VTEC participant engagement
Mariah was successful in obtaining employment at Worimi - Green Team.



VTEC participant engagement
Teresa has mentored Kylie on her journey to obtain successful employment.



VTEC information sessions
Shane Cox from the Australian Defence Force held an information session in conjunction with Youth Express at Karuah.

Steering our youth to a successful future

YOUTH Express Maitland runs a variety of initiatives aimed at providing young people with vital skills and connections to become successful in the workplace.

The Vocational Training and Employment Centre (VTEC) is one such program. It is an Aboriginal and Torres Strait Islander employment initiative focused on placing Aboriginal and Torres Strait Islander peoples into sustainable employment.

The VTEC team work on engaging the community, getting participants job ready, vocational training, guaranteeing jobs and providing ongoing mentoring for those in, or preparing for, employment. Operating under the Wonnarua word KauKan which translates to 'one who is able', their ethos is 'Right Mob for the Job'.

Other successful Aboriginal and Torres Strait Islander programs are the Indigenous Advancement Strategy, and Partners for Successful Aboriginal Young People. The Links to Learning program re-engages students with ed-



PATHWAYS: Daniel Torrens, a VTEC Participant with his supervisor Mick.

ucation and focuses on years 9 and 10. The Work Placement team provide schools with the opportunity to seek work placements for students studying VET courses and run programs to give students the opportunity to ask questions of industry and make informed choices

for their future. Validate Me is another very successful program empowering young people to self-validate rather than rely on external approval and initiate self-development in areas they find challenging or would like to improve. Contact Youth Express on 4931 2777.

Work Placement – Jane Thompson, Denise Rafferty and Kim Miles

Students attending unpaid work placement for their vocational courses allows employers an opportunity to see firsthand the abilities of the students, their reliability and the passion that they can offer to their business by hosting a one or two week placement in a 'real life' work setting. In the current market climate, unpaid work placement is a substantial tool for combining the students to the correct employer, leading to a better future and outcome for all involved.

Yearly Summary

- 2270 Work Placements completed
- 1851 host employers available to support placements
- 125 new employers who hosted their 1st placement

Year 11 Class Visits

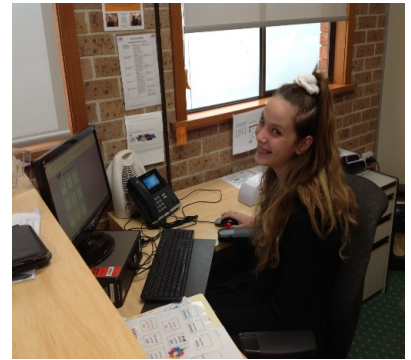
Structured Workplace Learning (WPL) staff visited all year 11 classes. In these class visits students are provided with their work placement packs, with staff talking to students about their role, expectations, responsibilities, WHS and other important information that will help prepare them for work placement.

Teacher Network Days

Work Placement staff facilitated two Teacher Network days in 2019. Singleton Diggers, and the other was held at the Mercure Monte Pio Maitland. We had 110 attending over the two events.

In March the teachers attended sight visits at Bulga Mining, Pokolbin Village stores, Taste of the Country and the Rail Bridge upgrade at Gowrie Gates, Singleton.

In November they attended site visits for Metals at Academy Sheet Metal, Hospitality went to Coquun Restaurant, Retail and Business Services travelled to Stockland Green Hills after the huge extensions and visited Best & Less, Target, Casey's Toys. Primary Industries were taken to Hunter Valley Gardens and Tamburlaine Winery for the sustainably and plant productivity as well as weed control of these premises.



Workplace student



Stockland Green Hills



Academy Sheet metal



Hunter Valley Gardens

Construction teachers visited Sophia Waters site to see the progress from slab pouring to final stage of building then they went to Home World Thornton for the completed and furnished homes.

2019 Employer Breakfast

Youth Express held their annual Employers Recognition and Robert Beggs and Peter Hilder Memorial Award ceremony breakfast at Mercure Monte Pio.



90 guests from our region attended the breakfast. The employers were presented with certificates and awards from CEO Julie Eldridge for their recognition of the ongoing commitment to supporting students for Work Placement in the Lower and Upper Hunter regions.

The Robert Beggs Outstanding Teacher Award was presented to Adrian Crew, the Construction teacher from Tomaree High School. The award for most outstanding student went to Charlie Field from Rutherford High School for her work in the Health Services sector. The Peter Hilder Indigenous student award was won by Jorja Howard from St Joseph’s Lochinvar.

The morning was enjoyed by all in remembrance of Mr. Robert Beggs, a teacher whose passion was VET. And Peter Hilder for his dedication in educating our young people.

2019 Award Winners



Adrian Crew Teacher Award
Award
(Tomaree High School)



Charlie Field Student Award
(Rutherford High School)



Jorja Howard Indigenous
(St Joseph’s Lochinvar)

Special Teacher Recognition

Tracy Holloway from Singleton High is a remarkable advocate of Youth Express and VET for almost 30 years. We thank her for the support and advocacy over these years.

She is highly recognised and awarded for the tireless work has been recognised at local, state and federal level as a teacher of Excellence.



Youth Express Association Incorporated

ABN 23 693 386 194

Financial Statements

For the Year Ended 31 December 2019

**Youth Express Association
Incorporated**

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For the Year Ended 31 December 2019

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**Youth Express Association
Incorporated**

**Statement of Profit or Loss and Other Comprehensive Income
For the Year Ended 31 December 2019**

	2019	2018
	Note	\$
Sales revenue	1,000,137	1,280,402
Marketing expenses	(15,352)	(35,791)
Occupancy costs	(65,377)	(63,174)
Administrative expenses	(158,224)	(190,467)
Depreciation	(25,544)	(29,881)
Employee benefits	(901,370)	(967,554)
Programs	(24,904)	(21,642)
Surplus/(Deficit) before income tax	(190,634)	(28,107)
Income tax expense	-	-
Total comprehensive income for the year	(190,634)	(28,107)

The Association has initially applied AASB 15 and AASB 1058 using the cumulative effect method and has not restated comparatives. The comparatives have been prepared using AASB 111, AASB 118, AASB 1004 and related interpretations.

The Association has initially applied AASB 16 using the cumulative effect method and has not restated comparatives. The comparatives have been prepared using AASB 117 and related interpretations.

The accompanying notes form part of these financial statements.

Youth Express Association Incorporated

AR 11 22 202 202 104

Detailed trading

	2019	2018
	\$	\$
Income		
Career Development	60,310	77,023
Contract Income	885,885	1,089,442
Funding and Grants	3	11,600
Gain/(loss) on Sale of Asset	-	20,000
Industry Contribution	2,500	32,314
Interest	20,327	14,734
Other Income	20,293	31,126
Rent	670	1,990
Refunds	1,045	164
Product Sales	14	9
Other Income Traineeship	9,091	2,000
	1,000,138	1,280,402
Less: Direct expenses		
Accountancy	18,255	6,367
Advertising and promotion	8,661	29,452
Bookkeeping	4,256	3,526
Conference/seminar costs	18,059	11,074
Contract & Consultancy fees	-	14,694
Computer & Software expenses	37,017	39,519
Depreciation	25,544	29,881
Electricity	10,885	7,885
Employee Leave Accrual	(12,027)	10,795
Fees & Charges	629	792
Insurance	13,263	10,373
MV car Jeep/Captiva	-	1,221
MV Car Toyota Coaster	1,217	8,921
MV car Van	13,226	17,063
Postage	834	901
Printing & stationery	9,074	17,301
Rent on land & buildings	65,377	63,174
Repairs & Maintenance	10,387	10,917
Resource development	4,691	3,938
Staff amenities	1,233	1,455
Office expenses	(21)	16,116
Superannuation	72,322	72,137
Teacher network	6,691	6,339
Telephone	16,116	15,473
Travel, accom & conference	3,506	8,061
Wages	841,790	874,927
Other Income Internal Administration	89	200
Grants and Support Gifts	-	1,225
Grant expense	1,673	6,248

**Youth Express Association
Incorporated**

ARNA 22 402 204 104

Detailed trading

	2019		2018
	\$		\$
MV Staff reimbursements		710	72
Catering and Venue		17,315	18,462
		1,190,772	1,308,509
Net profit / (loss)		(190,634)	(28,107)

**Youth Express Association
Incorporated**

Statement of Financial Position

As At 31 December 2019

	Note	2019 \$	2018 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents		755,627	924,203
Trade and other receivables		61,294	93,142
TOTAL CURRENT ASSETS		816,921	1,017,345
NON-CURRENT ASSETS			
Property, plant and equipment	6	95,715	110,377
TOTAL NON-CURRENT ASSETS		95,715	110,377
TOTAL ASSETS		912,636	1,127,722
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables		36,380	48,805
Employee benefits		87,927	101,856
TOTAL CURRENT LIABILITIES		124,307	150,661
NON-CURRENT LIABILITIES			
Employee benefits		18,084	16,182
TOTAL NON-CURRENT LIABILITIES		18,084	16,182
TOTAL LIABILITIES		142,391	166,843
NET ASSETS		770,245	960,879
EQUITY			
Retained earnings		770,245	960,879
TOTAL EQUITY		770,245	960,879

The Association has initially applied AASB 15 and AASB 1058 using the cumulative effect method and has not restated comparatives. The comparatives have been prepared using AASB 111, AASB 118, AASB 1004 and related interpretations.

The Association has initially applied AASB 16 using the cumulative effect method and has not restated comparatives. The comparatives have been prepared using AASB 117 and related interpretations.

The accompanying notes form part of these financial statements.

**Youth Express Association
Incorporated**

**Statement of Changes in Equity
For the Year Ended 31 December 2019**

2019

	Retained Earnings	Total
Note	\$	\$
Balance at 1 January 2019	960,879	960,879
Deficit attributable to members	(190,634)	(190,634)
Balance at 31 December 2019	770,245	770,245

2018

	Retained Earnings	Total
Note	\$	\$
Balance at 1 January 2018	988,985	988,985
Deficit attributable to members	(28,106)	(28,106)
Transactions with owners in their capacity as owners		
Balance at 31 December 2018	960,879	960,879

The Association has initially applied AASB 15 and AASB 1058 using the cumulative effect method and has not restated comparatives. The comparatives have been prepared using AASB 111, AASB 118, AASB 1004 and related interpretations.

The Association has initially applied AASB 16 using the cumulative effect method and has not restated comparatives. The comparatives have been prepared using AASB 117 and related interpretations.

**Youth Express Association
Incorporated**

**Statement of Cash Flows
For the Year Ended 31 December 2019**

	2019	2018
Note	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from customers	1,031,986	1,273,178
Payments to suppliers and employees	(1,189,679)	(1,371,405)
Net cash provided by/(used in) operating activities	11 <u>(157,693)</u>	<u>(98,227)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchase of property, plant and equipment	<u>(10,883)</u>	(5,978)
Net cash provided by/(used in) investing activities	<u>(10,883)</u>	<u>(5,978)</u>
CASH FLOWS FROM FINANCING ACTIVITIES:		
Net increase/(decrease) in cash and cash equivalents held	(168,576)	(104,205)
Cash and cash equivalents at beginning of year	<u>924,203</u>	1,028,408
Cash and cash equivalents at end of financial year	4 <u>755,627</u>	<u>924,203</u>

The Association has initially applied AASB 15 and AASB 1058 using the cumulative effect method and has not restated comparatives. The comparatives have been prepared using AASB 111, AASB 118, AASB 1004 and related interpretations.

The Association has initially applied AASB 16 using the cumulative effect method and has not restated comparatives. The comparatives have been prepared using AASB 117 and related interpretations.

Notes to the Financial Statements

For the Year Ended 31 December 2019

The financial report covers Youth Express Association Incorporated as an individual entity. Youth Express Association Incorporated is a not-for-profit Association, registered and domiciled in Australia.

The functional and presentation currency of Youth Express Association Incorporated is Australian dollars.

Comparatives are consistent with prior years, unless otherwise stated.

1 Basis of Preparation

In the opinion of those charged with Governance the Association is not a reporting entity since there are unlikely to exist users of the financial statements who are not able to command the preparation of reports tailored so as to satisfy specifically all of their information needs. These special purpose financial statements have been prepared to meet the reporting requirements of the *Australian Charities and Not-for-profits Commission Act 2012*.

The financial statements have been prepared in accordance with the recognition and measurement requirements of the Australian Accounting Standards and Accounting Interpretations, and the disclosure requirements of AASB 101 *Presentation of Financial Statements*, AASB 107 *Statement of Cash Flows*, AASB 108 *Accounting Policies, Changes in Accounting Estimates and Errors* and AASB 1054 *Australian Additional Disclosures*.

2 Summary of Significant Accounting Policies

(a) Depreciation of property, plant and equipment

Items of property, plant and equipment are depreciated over their useful lives using the Diminished Value method.

(b) Income Tax

The Association is exempt from income tax under Division 50 of the *Income Tax Assessment Act 1997*.

(c) Leases

Lease payments for operating leases, where substantially all of the risks and benefits remain with the lessor, are charged as expenses on a straight-line basis over the life of the lease term.

(d) Revenue and other income

Grant revenue

Grant revenue is recognised in the statement of profit or loss and other comprehensive income when the Association 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 Association 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.

Youth Express Association Incorporated receives non-reciprocal contributions of assets from the government and other parties for zero or a nominal value. These assets are recognised at fair value on the date of acquisition in the statement of financial position, with a corresponding amount of income recognised in the statement of profit or loss and other comprehensive income.

Notes to the Financial Statements For the Year Ended 31 December 2019

2 Summary of Significant Accounting Policies

(d) Revenue and other income

Donations

Donations and bequests are recognised as revenue when received.

Rendering of services

Revenue in relation to rendering of services is recognised depending on whether the outcome of the services can be estimated reliably. If the outcome can be estimated reliably 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 outcome cannot be reliably estimated then revenue is recognised to the extent of expenses recognised that are recoverable.

(e) Goods and services tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payable are stated inclusive of GST.

Cash flows in the statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

(f) Financial instruments

For comparative year

Financial instruments are recognised initially using trade date accounting, i.e. on the date that the Association becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

Financial assets

Financial assets are divided into the following categories which are described in detail below:

- loans and receivables

Financial assets are assigned to the different categories on initial recognition, depending on the characteristics of the instrument and its purpose. A financial instrument's category is relevant to the way it is measured and whether any resulting income and expenses are recognised in profit or loss or in other comprehensive income.

All income and expenses relating to financial assets are recognised in the statement of profit or loss and other comprehensive income in the 'finance income' or 'finance costs' line item respectively.

Notes to the Financial Statements For the Year Ended 31 December 2019

2 Summary of Significant Accounting Policies

(f) Financial instruments

Financial assets

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They arise principally through the provision of goods and services to customers but also incorporate other types of contractual monetary assets.

After initial recognition these are measured at amortised cost using the effective interest method, less provision for impairment. Any change in their value is recognised in profit or loss.

The Association's trade and other receivables fall into this category of financial instruments.

In some circumstances, the Association renegotiates repayment terms with customers which may lead to changes in the timing of the payments, the Association does not necessarily consider the balance to be impaired, however assessment is made on a case-by-case basis.

Financial liabilities

Financial liabilities are classified as either financial liabilities 'at fair value through profit or loss' or other financial liabilities depending on the purpose for which the liability was acquired. Although the Association uses derivative financial instruments in economic hedges of currency and interest rate risk, it does not hedge account for these transactions.

The Association's financial liabilities include borrowings, trade and other payables (including finance lease liabilities), which are measured at amortised cost using the effective interest rate method.

Financial instruments are recognised initially on the date that the Association becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

(g) Cash and cash equivalents

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

(h) Employee benefits

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled amount expected to be paid excluding on costs.

**Youth Express Association
Incorporated**

Notes to the Financial Statements

For the Year Ended 31 December 2019

2 Summary of Significant Accounting Policies

(i) Economic dependence

Youth Express Association Incorporated is dependent on the Grant funding for the majority of its revenue used to operate the business. At the date of this report the directors have no reason to believe the Grant funding will not continue to support Youth Express Association Incorporated.

(j) Adoption of new and revised accounting standards

The Association has adopted all standards which became effective for the first time at 31 December 2019, the adoption of these standards has not caused any material adjustments to the reported financial position, performance or cash flow of the Association for details of the changes due to standards adopted.

3 Critical Accounting Estimates and Judgments

Those charged with governance make estimates and judgements during the preparation of these financial statements regarding assumptions about current and future events affecting transactions and balances.

These estimates and judgements are based on the best information available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

The significant estimates and judgements made have been described below.

Key estimates - impairment of property, plant and equipment

The Association assesses impairment at the end of each reporting period by evaluating conditions specific to the Association that may be indicative of impairment triggers. Recoverable amounts of relevant assets are reassessed using value-in-use calculations which incorporate various key assumptions.

Key estimates - provisions

As described in the accounting policies, provisions are measured at management's best estimate of the expenditure required to settle the obligation at the end of the reporting period. These estimates are made taking into account a range of possible outcomes and will vary as further information is obtained.

Key estimates - receivables

The receivables at reporting date have been reviewed to determine whether there is any objective evidence that any of the receivables are impaired. An impairment provision is included for any receivable where the entire balance is not considered collectible. The impairment provision is based on the best information at the reporting date.

4 Cash and Cash Equivalents

	2019	2018
	\$	\$
Cash at bank and in hand	416,459	595,122
Short-term deposits	338,545	329,081
Other cash and cash equivalents	622	-
	755,626	924,203

**Youth Express Association
Incorporated**

**Notes to the Financial Statements
For the Year Ended 31 December 2019**

5 Trade and Other Receivables

	2019	2018
	\$	\$
CURRENT		
Trade receivables	43,464	15,430
	<u>43,464</u>	<u>15,430</u>
Prepayments	17,830	77,712
Total current trade and other receivables	<u>61,294</u>	<u>93,142</u>

6 Property, plant and equipment

PLANT AND EQUIPMENT		
Plant and equipment		
At cost	49,279	49,279
Accumulated depreciation	<u>(47,641)</u>	<u>(45,883)</u>
Total plant and equipment	<u>1,638</u>	<u>3,396</u>
Motor vehicles		
At cost	102,863	102,863
Accumulated depreciation	<u>(84,290)</u>	<u>(75,190)</u>
Total motor vehicles	<u>18,573</u>	<u>27,673</u>
Office equipment		
At cost	193,096	182,214
Accumulated depreciation	<u>(159,956)</u>	<u>(147,388)</u>
Total office equipment	<u>33,140</u>	<u>34,826</u>
Leasehold Improvements		
At cost	140,004	140,004
Accumulated amortisation	<u>(97,640)</u>	<u>(95,522)</u>
Total leasehold improvements	<u>42,364</u>	<u>44,482</u>
Total plant and equipment	<u>95,715</u>	<u>110,377</u>
RIGHT-OF-USE		
Total property, plant and equipment	95,715	110,377

7 Trade and Other Payables

	2019	2018
	\$	\$
Current		
Trade payables	30,192	35,221
GST payable	3,896	1,368

**Youth Express Association
Incorporated**

**Notes to the Financial
Statements**

7 Trade and Other Payables

	2019	2018
Note	\$	\$
Other payables Salary Sac	<u>2,293</u>	12,217
	<u>36,381</u>	48,806

Trade and other payables are unsecured, non-interest bearing and are normally settled within 30 days. The carrying value of trade and other payables is considered a reasonable approximation of fair value due to the short-term nature of the balances.

8 Employee Benefits

	2019	2018
	\$	\$
Current liabilities		
Long service leave	59,340	59,910
Provision for employee benefits	<u>28,587</u>	41,945
	<u>87,927</u>	101,855

9 Capital and Leasing Commitments

(a) Operating Leases

Operating leases are in place for rental of the office and normally have a term between 1 and 5 years. Lease payments are increased on an annual basis to reflect market rentals.

10 Contingencies

In the opinion of those charged with governance, the Association did not have any contingencies at 31 December 2019 (31 December 2018:None).

**Youth Express Association
Incorporated**

**Notes to the Financial
Statements**

11 Cash Flow Information

(a) Reconciliation of result for the year to cashflows from operating activities

Reconciliation of net income to net cash provided by operating activities:

	2019	2018
	\$	\$
Profit for the year	(165,089)	(28,106)
Cash flows excluded from profit attributable to operating activities Non-cash flows in profit:		
- depreciation	25,544	15,442
Changes in assets and liabilities:		
- (increase)/decrease in prepayments	31,848	(77,712)
- increase/(decrease) in trade and other payables	(49,996)	(7,851)
Cashflows from operations	<u>(157,693)</u>	<u>(98,227)</u>

12 Statutory Information

The registered office and principal place of business of the association is: Youth Express Association Incorporated
Bulwer Street PO Box
274
Maitland NSW 2350

Responsible Persons' Declaration

The responsible persons declare that in the responsible persons' opinion:

- there are reasonable grounds to believe that the registered entity is able to pay all of its debts, as and when they become due and payable; and
- the financial statements and notes satisfy the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*.

Signed in accordance with subsection 60.15(2) of the *Australian Charities and Not-for-profit Commission Regulation 2013*.



Responsible person

Dated 17 June 2020



Responsible person

Authorised Audit Company 488032

Youth Express Association Incorporated

Independent Audit Report to the members of Youth Express Association Incorporated

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Youth Express Association Incorporated, which comprises the statement of financial position as at 31 December 2019, 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 responsible persons' declaration.

In our opinion the financial report of Youth Express Association Incorporated has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- (i) giving a true and fair view of the Registered Entity's financial position as at 31 December 2019 and of its financial performance for the year ended; and
- (ii) complying with Australian Accounting Standards to the extent described in Note 1, and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

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 Registered Entity in accordance with the auditor independence requirements of the Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act) 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 believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Basis of Accounting

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

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Responsibilities of Responsible Entities for the Financial Report

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

In preparing the financial report, the responsible entities are responsible for assessing the Registered Entity'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 responsible entities either intend to liquidate the Registered Entity or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with 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.



Judy Brown. B.Bus CA

Location: Nelsons Plains

Dated this ...22..... day ofJune..... 2020

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