

Heart and Lung Transplant Trust (Victoria) Inc. Annual Report 2015



Heart and Lung Transplant Trust
Incorporated in Victoria - A0037327C
ABN 68 585 966 022
P.O. BOX 25036, Melbourne, Victoria 3004



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Acting President's Report

Louisa Walsh

The Heart and Lung Transplant Trust (Victoria) Inc (HLTTV) has had another great year. Over the past 12 months we have had a strong focus on formalising our process and structure to build a solid foundation for the organisation into the future. We have developed position descriptions across all committee roles and have created a Committee Charter, and in 2015/16 we plan to develop the HLTTV's first ever Strategic Plan. Although this process work is not the most glamorous part of the job, it does reflect the ongoing 'maturing' of the HLTTV as an organisation as we raise more money, offer more services and take on larger projects.

Second Chance Accommodation Program

This past year has seen major changes in our largest program, the Second Chance Accommodation Program (SCAP). Due to the success of the 2014 Tour de Transplant, we were able to increase our number of rooms from three to six on July 1, 2014. Since 2012, the SCAP has provided over 4079 nights of accommodation for transplant recipients and their carers, with 2266 of those nights provided in the 2014/15 financial year alone.

The Park Regis Griffin Suites on St Kilda Road have continued to be our Program Partner, and Rufus, Chris and Helen at Park Regis have been invaluable in the development and support of the Program. We are also pleased to announce that, due to feedback in 2015 from people who have stayed in the rooms, the Park Regis agreed to fit out each room with a washer and dryer – a strong demonstration of their commitment to the future of the Program. The HLTTV has also developed Welcome Packs for people entering our accommodation – which is a small but important way to help people who are unfamiliar with Melbourne to feel more at home during such a difficult time.

Community Fundraising

This year, the HLTTV has held some great events and fundraising activities. We have put on two movie nights – including a special screening of Force of Destiny, attended by the film's Director, Paul Cox. Our Christmas and Easter BBQs are as popular as ever, and continue to grow as our community gets bigger and bigger. We had a team enter the 2014 Melbourne Marathon Festival, with runners across all distances, including transplant recipients, carers, friends and coworkers.

As I write this the Melbourne Marathon Festival team is a couple of days away from running again. Of special fundraising note was the overwhelming success of the Breathing to a New Beat Technicolour Dream Book – a colouring book for adults and kids that is still available and still breaking sales records at The Alfred bookshop.

So far this amazing project has raised over \$8000 for the HLTTV, and our thanks go to the coordinator of the project – Camille Condon – and the 34 artists who contributed their amazing work to make the book happen.



The year ahead

So what's ahead for the next year? Tour de Transplant is running again in March 2016, this time from Warrnambool to Melbourne. The ride is absolutely sold out, and the committee – headed by Jon Rolfe – is working hard to make the second event even better than the first.

For the next 12 months, the HLTTV has also committed to funding a Social Work Assistant position with The Alfred transplant units. We anticipate the new person will be on board by the end of November 2015. Their role will be to coordinate the room allocations and paperwork of the SCAP, as well as assisting patients of the transplant units with the personal administration demands that can come with transplant – such as Centrelink, superannuation and insurance applications; and connecting in to social and emotional supports near home. This position will be a vital link between the hospital, the HLTTV and the transplant community, and we're excited to be able to support this new role.

Our wonderful committee, volunteers and supporters

Finally, massive thanks to the HLTTV committee and our dedicated volunteers who have made the past 12 months so fantastic. I can't wait to work with you all again over the next 12 months. The HLTTV remains proudly, fully, volunteer-run, and I would encourage anyone who wants to get involved – either on the committee or as a volunteer - to give me a buzz.

Have a happy and safe year, and I hope to see you at a HLTTV event down the track.

Louisa Walsh

Vice President/Acting President 2014/2015

History

The Heart and Lung Transplant Trust (Victoria) Inc. (*"the Association"*) was incorporated on 1 December 1998 under legislation now superseded by the Associations Incorporation Reform Act 2012 (*"the Act"*). The Association was formed for the benefit of transplant patients & recipients of the transplant unit of The Alfred Hospital, Commercial Road, Melbourne 3004 (*"The Alfred"*) and their families and friends.

The Association's vision is for a bright and active future for all those involved with or in need of a heart or lung transplant. The Association actively encourages organ donation and supports The Alfred, the transplant team, patients, recipients, their families and carers throughout their journey.



Values

Hope We provide a sense of confidence, belief and realism throughout the experience.

Leadership We lead and promote a focus on caring, advocacy, support and community to those who share in the transplant journey.

Teamwork We believe our success depends on how well we interact and communicate with others. We inform, network, collaborate and partner with all relevant stakeholders. We have a bias towards action.

Trust Our integrity is fundamental in all that we do and stand for. We act ethically and honestly at all times. We do what we say.

Vitality We approach our task with compassion, understanding, strength and joie de vivre.



Association Objects

All Incorporated Associations have a set of 'Objects' – these are the foundation principles upon which we base all our activities. They represent our purpose, and reason for existing.

The objects in the HLTTV Constitution of the Association are as follows:

Increase public awareness of the need for organ donation There are nearly two thousand Australians currently on waiting lists and sadly some patients will die before a suitable organ becomes available. Members of the Association actively promote organ donation. The most crucial aim of the Association is to increase the number of registrations on the Australian Organ Donor Register;

Promote the recognition and acknowledgment of the donor and donor family Those patients who are alive today because they received a transplant, hope that donor families feel a sense of comfort in knowing that because of their decision to donate, someone will live and other families will be saved the pain of a loved one's death. The Association supports the Annual Thanksgiving Service and also encourages its members to participate to remember and acknowledge the many people who have given the "Gift of Life";

Raise funds and accept donations as appropriate for the transplant clinic at the Alfred Many of the members joined the Association to give something back through supporting fellow patients and the Alfred. Money received through generous donations, or raised from raffles and other fund raising activities, is used to purchase medical equipment, fund transplant related research or anything else that can assist the Alfred's transplant unit or associated wards;

Provide general assistance (including accommodation, equipment and related services or financial assistance with any such matters) peer support and encouragement for all "pre" and "post" heart and lung transplant patients, their families and/or their carers The need for peer support provided the impetus to form the Family Fund, the forerunner to the Association. The time waiting for a transplant or recovering from a recent transplant operation can be stressful for patients, their families or their carers. It is well known that people with good peer support do better both mentally and physically. The support provided by others who have had the same or similar experiences can help through difficult times. The Association also provides other services to patients e.g. fitness grants and the Accommodation Program to assist their well being and those of their families and/or carers;

Communicate to members and other interested parties through a periodic newsletter Keep membership informed as to what the Association is doing through the periodic newsletter, The Circulator as well as through our website and email broadcasts;

Provide relevant information and encourage healthy lifestyle choices to ensure the maintenance of optimal physical health Being as well as possible before transplant will make it easier for the patient and transplanted organ to stay healthy after transplant. Good nutrition and healthy living are important both before and after transplant;

**Inform the public about the prevention of diseases that may result in organ transplantation**

^[1]_{SEP}Being conscientious to small details without becoming obsessive, such as hygiene, having the annual flu vaccination and being consistent with taking medications is important. However it is still necessary to reinforce the message as often as possible to enhance patient outcomes;

Engender fraternal feelings amongst “pre” and “post” heart and lung transplant patients and their families through social activities The Christmas and Easter BBQs have always been well attended and provide a great chance to meet other members. Other social events will be held from time to time;

Consider and deal with all matters submitted to the Association by any member To consider and deal with matters raised by members relating to the aims of the Association;

Represent the interests of its members in any appropriate forum To consider and deal with matters relating to the aims of the Association to any other body;

Foster links with other bodies with similar interests in the pursuit of these objects There are a number of transplant associations who share similar interests. The Association will combine efforts, where appropriate, to stimulate public response to the need for organ donation. In particular the Association has links with the Heart to Heart House in Barmah (which provides respite for transplant patients) and is also a signatory to the DonateLife Communications Framework and accordingly a DonateLife Partner;

Procure the provision of (on its own or in conjunction with other bodies) accommodation and associated goods and services primarily to pre and post heart and lung transplant patients and their families and/or carers, and also to other patients of The Alfred Hospital, Melbourne and/or their families and/or carers ^[1]_{SEP}Rural Victoria and interstate transplant patients (and other Alfred patients) often need long term accommodation very near The Alfred. The Association, through its Second Chance Accommodation Program, seeks to ease this burden on the patients and their families and/or carers by providing subsidized accommodation through serviced apartments; and

Undertake to do all things that are necessary, incidental or conducive to the advancement of these objects.



Operations

During this year the committee met the required number of times under the constitution in the Seminar Room, 5th Floor, The Alfred Hospital, Commercial Rd Prahran for three out of four meetings. Our August meeting took place in the Albert Room, Park Regis Griffin Suites at 604 St Kilda Road. Minutes were taken, recorded and may be examined by contacting the Secretary (Except for August meeting for which quorum was not met – papers for this meeting are available from the Secretary).

Other operational activities, including community fundraising activities, the Second Chance Accommodation Program and supporting activities are referenced in the Vice President's report.

Membership

Membership of the HLTTV remains steady. We currently have 277 ordinary members, seven life members and 22 professional and other organization members. We have spoken at a number of the education sessions that form part of the post transplant rehabilitation program at The Alfred during the year to promote the benefits of joining the HLTTV.

Officers and Committee of Management and meeting attendance

HEART AND LUNG TRANSPLANT TRUST (VICTORIA) INCORPORATED

NOTES TO THE FINANCIAL STATEMENTS

Role		2/08/14	11/11/14	10/2/15	12/5/15
President	David Hayne (resigned 11/11/14)			-	-
Acting President	Louisa Walsh				
Secretary	Belinda MacLeod-Smith				
Treasurer	David Maude (resigned 11/11/14) Lauren Dinnar	-		-	-
Membership Officer	Vanessa Scott				
Ordinary members	Camille Condon (Joined 11/11/14)	-			
	Martina McArdle				
	Jeff Campbell (events coordinator)				
	Jon Bisiach (resigned 11/11/14) Matthew Orchard	-		-	-
	Claire Stubber				

Other valued supporters:

Committee Support: Jon Rolfe, Flick Nolan, Ian Stubber, Felicia Welstead, Nicholas Crowhurst, Howard Bear, Carla Bondini

Clinic Liaison: Kelina Attard, Laurie Keown (from November 2014)

HEART AND LUNG TRANSPLANT TRUST (VICTORIA) INCORPORATED

ABN 68 585 966 022

FINANCIAL REPORT

FOR THE YEAR ENDED
30 JUNE 2015

HEART AND LUNG TRANSPLANT TRUST (VICTORIA) INCORPORATED
FINANCIAL REPORT
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015

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HEART AND LUNG TRANSPLANT TRUST (VICTORIA) INCORPORATED
REPORT OF THE COMMITTEE

The Committee of Management reports that:

- (a) during the financial year ended 30 June 2015, no officer of the Association, firm of which the officer is a member, or body corporate in which the officer has a substantial financial interest, has received or become entitled to receive a benefit as a result of a contract between the officer, firm or body corporate and the Association; and
- (b) during the year ended 30 June 2015, no officer of the Association has received directly or indirectly from the Association any payment or other benefit of a pecuniary value, except for the reimbursement of expenses incurred on behalf of the Association.

STATEMENT BY THE COMMITTEE

The Committee of Management has prepared the financial report on the basis that the Association is a non-reporting entity because there are no users dependent on a general purpose financial report. This financial report is therefore a special purpose financial report that has been prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

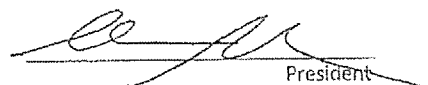
In the opinion of the Committee of Management:

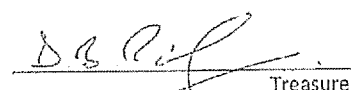
- (a) The accompanying financial report has been drawn up so as to present fairly the results of operations of Heart and Lung Transplant Trust (Victoria) Incorporated for the year ended 30 June 2015 and the state of affairs as at that date;
- (b) the attached financial statements and notes thereto comply with the Australian Charities and Not-for-profits Commission Act 2012, the Accounting Standards as described in note 1 to the financial statements, the Australian Charities and Not-for-profits Commission Regulation 2013 and other mandatory professional reporting requirements;
- (c) the attached financial statements and notes thereto give a true and fair view of the Association's financial position as at 30 June 2015 and of its performance for the financial year ended on that date; and
- (d) the Committee of Management has reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

Signed in accordance with a resolution of the Committee of Management made pursuant to section 60.15 (2) of the Australian Charities and Not-for-profits Commission Regulation 2013;

LOUISA WALSH
Name

DAVID PIDGEON
Name


President


Treasurer

23/2/2017
Dated

HEART AND LUNG TRANSPLANT TRUST (VICTORIA) INCORPORATED
STATEMENT OF COMPREHENSIVE INCOME
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015

	Note	2015 \$	2014 \$
INCOME			
Accommodation Appeal		10,000	14,269
Bank Interest Received		6,863	2,235
Donations		10,249	56,919
Fundraising - Raffle		-	773
Fundraising - Other		13,325	136,889
Grant Income		1,297	40,996
Subscriptions		3,344	6,291
Tour de Transplant Income		21,617	158,895
Other Income		-	3,941
TOTAL INCOME		<u>66,695</u>	<u>421,208</u>
EXPENDITURE			
Accommodation Program		28,356	6,554
Advertising and Promotions		434	206
Bank Charges		962	391
BBQ		1,181	370
Consulting Fees		22,000	-
Circulator Expense		2,586	3,740
Depreciation		22	55
Fundraising Services Charge		3,683	2,762
Other Administration		5,771	5,127
Postage		380	362
Printing & Stationery		280	331
Raffle		-	121
Tour de Chat		-	39,527
Tour de Transplant Expense		-	84,979
Website Registration & Hosting		581	581
Transfer to Accommodation Reserve		-	-
TOTAL EXPENDITURE		<u>66,236</u>	<u>145,106</u>
OPERATING SURPLUS		<u><u>459</u></u>	<u><u>276,102</u></u>

The accompanying notes form part of these financial statements

HEART AND LUNG TRANSPLANT TRUST (VICTORIA) INCORPORATED
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2015

	Note	2015 \$	2014 \$
CURRENT ASSETS			
Cash & Cash Equivalents	2	346,191	345,276
NON-CURRENT ASSETS			
Property Plant & Equipment	3	867	889
TOTAL ASSETS		<u>347,058</u>	<u>346,165</u>
CURRENT LIABILITIES			
Trade & Other Payables	4	434	-
TOTAL LIABILITIES		<u>434</u>	<u>-</u>
NET ASSETS		<u><u>346,624</u></u>	<u><u>346,165</u></u>
ACCUMULATED FUNDS			
Retained Earnings		346,165	70,063
Operating Surplus		<u>459</u>	<u>276,102</u>
TOTAL ACCUMULATED FUNDS		<u><u>346,624</u></u>	<u><u>346,165</u></u>

The accompanying notes form part of these financial statements

HEART AND LUNG TRANSPLANT TRUST (VICTORIA) INCORPORATED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The Officers of the Association have prepared the financial report on the basis that the Association is a non-reporting entity because there are no users dependent on general purpose financial report. This financial report is therefore a special purpose financial report that has been prepared in order to meet the requirements of the Associations Incorporation Reform Act 2012 (VIC), Australian Charities and Not-for-profits Commission Act 2012 and Government and other Funding agencies and the following Australian Accounting Standards:

AASB 101 *Presentation of Financial Statements*
AASB 1048 *Interpretation and Application of Standards*

These financial statements do not conform with International Financial Reporting Standards as issued by the International Accounting Standards Board ('IASB').

No other applicable Accounting Standards, Australian Accounting Interpretations or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The financial report has been prepared on a accrual basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. No adjustments have been made to take into account changing money values or current valuations of non-current assets, or their impact on operating results.

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

a) Income Tax

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

b) Property, Plant and Equipment

A BBQ was purchased in March 2011 for use at the Association's regular BBQs. It was purchased for \$117 and is being written off over 3 years, the estimated useful life. A further BBQ was donated by Jeff Campbell in November 2012 with similar depreciation. In addition a first aid kit was purchased in March 2013 for use at our BBQs as a risk management precaution and it being depreciated over 3 years.

Two aboriginal paintings were donated to the Association during the 2010-11 year. The management Committee is exploring ways to maximize sale value for these items. The value appearing in the accounts was that given by Leonard Joel, specialist auctioneers & valuers.

c) Impairment

The carrying amount of fixed assets is reviewed annually by the Committee of Management to ensure it is not in excess of the recoverable amount of those assets.

HEART AND LUNG TRANSPLANT TRUST (VICTORIA) INCORPORATED
NOTES TO THE FINANCIAL REPORT
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2015

d) **Goods and Services Tax (GST)**

The Association is not registered for goods and services tax (GST), therefore all revenue and expenditure is stated inclusive of GST, where applicable.

	Note	2015 \$	2014 \$
2. CASH & CASH EQUIVALENTS			
Cash in bank		102,136	306,616
Term deposits		<u>244,055</u>	<u>38,660</u>
		<u><u>346,191</u></u>	<u><u>345,276</u></u>
3. PROPERTY, PLANT & EQUIPMENT			
Office Equipment – at cost		264	264
Less: Accumulated Depreciation		<u>(197)</u>	<u>(175)</u>
		67	89
Painting	1 b)	\$800	800
		<u>867</u>	<u>889</u>
4. TRADE & OTHER PAYABLES			
Payables		<u>434</u>	<u>0</u>
		<u><u>434</u></u>	<u><u>0</u></u>

Independent audit report to members of Heart and Lung Transplant Trust (Victoria) Incorporated

Report on the Financial Report

We have audited the financial report on pages 3 to 7, being a special purpose financial report, of the Heart and Lung Transplant Trust (Victoria) Incorporated for the year ended 30 June 2015, comprising the Statement of Comprehensive Income, Statement of Financial Position and the Notes to the Financial Statements.

The Responsibility of the Committee for the Financial Report

The Committee of the Heart and Lung Transplant Trust (Victoria) Incorporated is responsible for the preparation and fair presentation of the financial report, and has determined that the accounting policies used and described in Note 1 to the financial statements, which form part of the financial report, are appropriate to meet the financial reporting needs of its members, the Associations Incorporation Reform Act 2012 (Vic) and the Australian Charities and Not-for-profits Commission Act 2012. The Committee's responsibility also includes designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error, selecting and applying appropriate accounting policies, and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

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

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

The financial report has been prepared for distribution to members for the purposes of fulfilling the requirements of the Committee. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than these, or for any purpose other than that for which it was prepared.

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

Independence

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



CHARTERED ACCOUNTANTS
AUSTRALIA • NEW ZEALAND

Liability limited by a scheme approved under Professional Standards Legislation

Auditor's Opinion

In our opinion the financial report of the Heart and Lung Transplant Trust (Victoria) Incorporated has been prepared in accordance with the requirements of the Associations Incorporation Reform Act 2012 (Vic) and Division 60 of the Australian Charities and Not-for-profits Commission Act 2012, including:

- (a) Giving a true and fair view of the registered entity's financial position as at 30 June 2015 and of its financial performance for the year ended on that date; and
- (b) 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 of Accounting and Restriction and Distribution of Use

Without modifying our opinion, we draw attention to the fact that the financial report is prepared to assist the Heart and Lung Transplant Trust (Victoria) Incorporated to comply with the financial reporting provisions of the Associations Incorporation Reform Act 2012 (Vic) and the Australian Charities and Not-for-profits Commission Act 2012. As a result, the financial report may not be suitable for another purpose.

NOT FOR PROFIT ACCOUNTING SPECIALISTS

38 Surrey Road
KESWICK SA 5035



A PETERSEN
Fellow CA ANZ
Public Practice Certificate

Dated: **23 February 2017**



HEART AND LUNG TRANSPLANT TRUST (VICTORIA) INCORPORATED

**AUDITOR'S INDEPENDENCE DECLARATION UNDER SECTION 60-40 OF THE AUSTRALIAN
CHARITIES AND NOT-FOR-PROFITS COMMISSION ACT 2012 TO THE COMMITTEE MEMBERS
OF THE ASSOCIATION**

I declare that to the best of my knowledge and belief, in relation to the audit of Heart and Lung Transplant Trust (Victoria) Incorporated for the year ended 30 June 2015 there have been:

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

Not for Profit Accounting Specialists

38 Surrey Road
KESWICK SA 5035



Andrea Petersen

Fellow CA ANZ

Public Practice Certificate

Dated: