



2021-22 Annual Report

epilepsy
ACT

02 6287 4555 | www.epilepsyact.org.au | Holder ACT

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THANK YOU



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ACT Health Directorate

Health

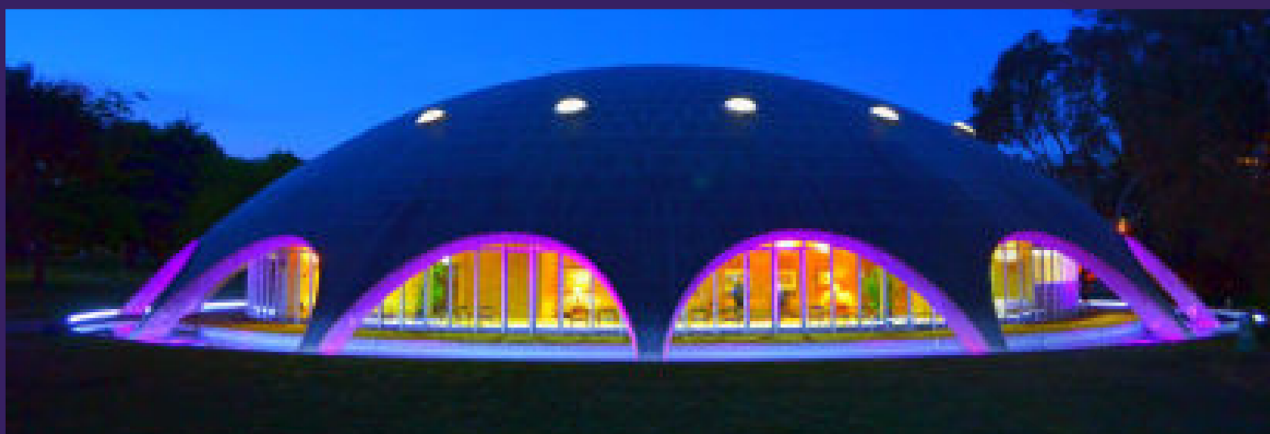


ACT
Government

Community Services

BOARD OF MANAGEMENT

Louise Gray - Chair
Richard Eccles - Vice Chair
Sophie Irving - Treasurer
Fiona Allardyce - Secretary/Public Officer
Mark Parkinson - Member
Alison Darcy - Member
Vicki Page - Member
Paula Bird - Member to April 2022
Peter Brown - Member
Jake Boyle - Member
Erinn Pages - Member
David Thomas - Member



CHAIR REPORT

2022 has been an important year for Epilepsy ACT and I am very proud to be part of the Board, which supports its work. Under the leadership of our valued CEO, Fiona Allardyce, I think 2022 has been one of the most exciting periods in our 40-year history as we have seen the harnessing of national efforts and technological advancements truly making an impact.

More than ever, the epilepsy associations in each state and territory are working together to support people living with epilepsy, to lobby for greater awareness, funding and support and to explore innovations and research about the condition. The Epilepsy Smart Australia program and the Epilepsy Smart Schools program offer accessible, consistent and meaningful information, training and resources on a national level. Epilepsy ACT is thrilled to be a part of these important initiatives and is supporting them with growth in our own team through the addition of a new role focused on community outreach and training.

The first seizure risk forecaster was launched by SEER in June. Epilepsy ACT strongly supports the use of technology for diagnostic and management purposes and hopes to see more government investment in these life-changing initiatives. Above all, we recognise the human impact of epilepsy and we hope to see further advancements in technology and treatment options that will enable people with epilepsy to live their lives in the way they choose, managing their epilepsy effectively.

Recognising the significant stigma that unfortunately continues to challenge many people living with epilepsy, the team launched an on-line initiative to help employers and colleagues of people living with epilepsy to understand the condition. It was gratifying to see so many people wanting to learn more about epilepsy and what they can do to support colleagues with epilepsy. We have also expanded our spokesperson program to enable people with epilepsy to share their stories, thereby breaking down stigma, raising awareness and having active conversations about epilepsy.

With the relaxing of COVID-19 restrictions, we were pleased to be able to recommence our face-to-face community engagement activities including Christmas in July with the much-appreciated support of the Tradies Club. We are looking forward to continuing events in the coming year, including our virtual walk in October this year and our actual walk in March 2023

I thank the Epilepsy ACT team, my colleagues on the Board, the ACT government, our funders, donors and sponsors for all they do to support people living with epilepsy in the ACT. I would also like to acknowledge our clients, medical professionals, schools and state/territory epilepsy associations for their ongoing engagement and support as we work together to improve services and provide support for people living with epilepsy.

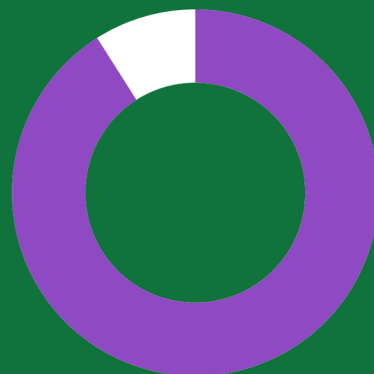
Louise Gray

OUR PERFORMANCE

Training Completed

Face-to-face 294 students

Online 28 students

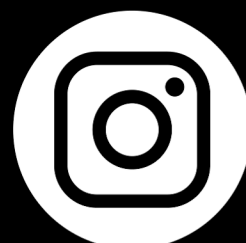


136 participated in Virtual Walk with \$48k raised

**40 viewers @
webinar**



3073



584

**225
attendees
@ Walk**

**11174 emails sent
30% opened**



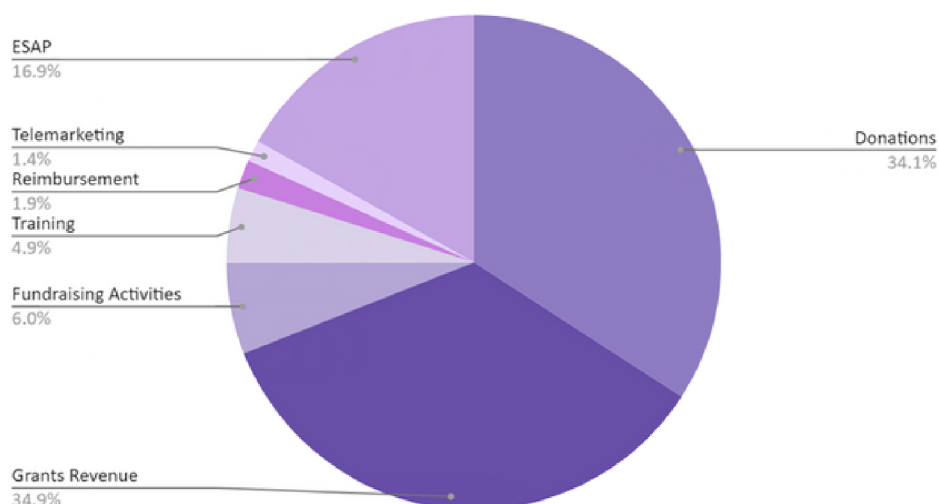
TREASURER REPORT

Epilepsy ACT secured funding of \$115,074 from the Department of Health for the 2021/22 year. With the receipt of the first ESAP payments in the current year of \$55,675 boosting the revenue, Epilepsy ACT has managed to achieve a strong profit of \$81,585 for the year.

The major source of revenue received during the year was through the grant from the Department of Health. Additionally donations increased with a few special donations received and ESAP income commencing in the current year.

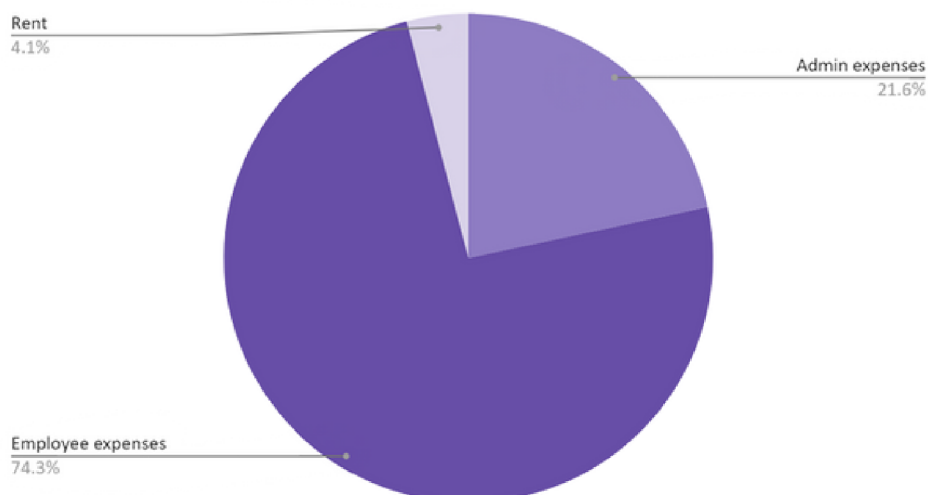
The largest expense during the year was employee expenses.

Revenue



Sophie Irving

Expenses



CEO REPORT

2021-2022 has been a productive year in the development and rollout of the Epilepsy Smart Australia program in the ACT. In collaboration with other epilepsy service providers that are part of Epilepsy Australia, we are seeing the genesis of a truly national approach to the provision of consistent, tailored information and support for people living with epilepsy. The program aims to improve the quality of life for those living with epilepsy, their carers and support networks, by bringing together best-practice, evidence-based information, resources and support.

Epilepsy Smart Australia will enable Epilepsy ACT to deliver a consistent and equitable level of service to people living with epilepsy and those who support them, no matter their age, their type of epilepsy or where they live. For those living in the ACT, this means access to best practice tools to help them achieve their individual goals and manage their epilepsy most effectively.

We are in the process of rolling out ICT within the organisation which will help with managing our client data, this is a real game changer for us as this is a first within the organisation.

I would like to thank the Board for all of their support and encouragement through a very unusual and tough year. With lockdowns, COVID-19, working from home, technology and staffing changes, their support and strategic focus has been inspiring to the entire organisation.

This year we were also lucky enough to have the assistance of 2 Social Work students from the Australian Catholic University, both Bronte and Sneha were wonderful additions to the Epilepsy ACT team and both completed their studies at the conclusion of their placements with us. Congratulations Bronte and Sneha.

Training and Education is a big part of our connection to the community and one of the best ways to bring awareness to the public. There was more uptake on online training during most of the year, while not a consistent; there were periods of uptake of face-to-face training also.

As Epilepsy ACT are a small team, each member plays a very important role and I would like to thank Mell for her tireless efforts with organising the office, arranging and booking training, taking on the change champion role for the Epilepsy Smart Australia Program, she has been an asset to the organisation.

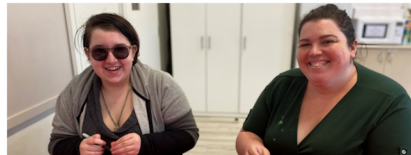
I would like to make a special mention of the Victoria Shakespeare Trust and the Tall Foundation for their donations this year. It's the generosity of these that make a really difference to the services and supports we can offer. It means a lot and thank you.

Fiona Allardyce

EVENTS

Christmas in July - Saturday 24 July 2021

This was a huge success to the start of events for 2021 financial year. We had many families attend, cupcakes decorated, friends and connections made, Christmas carols were played and lots of fun was had.



Virtual Walk for Epilepsy - 1 to 25 October 2021

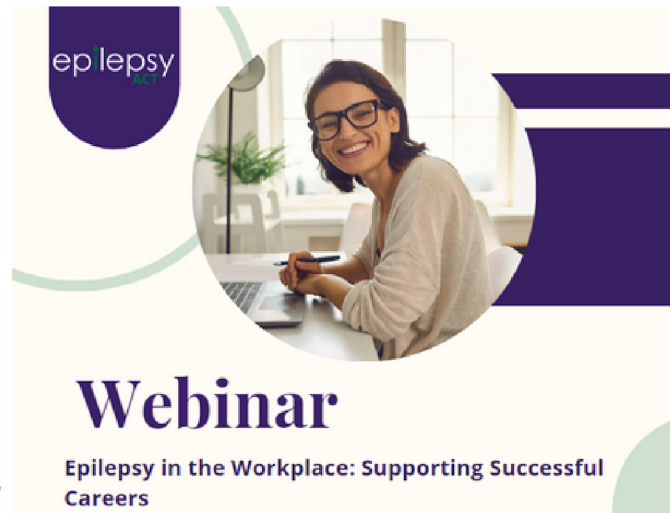
Epilepsy ACT connected with all the other states and territories across Australia for the Virtual Walk for Epilepsy, and WOW didn't you all blow us away. Together you raised over \$40,000 for Epilepsy ACT. What an amazing achievement - thank you!



EVENTS cont.

Webinar - Epilepsy in the Workforce: Supporting Successful Careers - 24 February 2022

This webinar was a first for Epilepsy ACT and was supported by the ACT Government as part of The International Day of People with Disability. We had a panel of experts in their various fields discussing and informing around 40 viewers online about working with a disability and/or epilepsy. The recording of the webinar can be found on our website.



Make March Purple - March 2022

Epilepsy ACT joined forces with all the Epilepsy Australia organisations across the country to bring our communities Make March Purple. The campaign brings much needed awareness to epilepsy in Australia in various ways including social media, radio, lighting up landmarks and events.



EVENTS cont.

Walk for Epilepsy - Sunday 5 March 2022

Our biggest event of the year was a huge success. The weather held off and the day was amazing. We had sponsors marquees, BBQ (supplied from Rotary, Sunrise Canberra), Coffee, face painting, balloons, grazing boxes all for our great turn out of 225 walkers. Thank you to everyone who attended, fundraised, volunteered and supported - we raised over \$25,000.



Thank you to our sponsors



Mission & Vision

Our Vision

For every person living with epilepsy in our region to feel safe, connected and able to reach their potential.

Our Mission

To provide accessible support, information, education and connections for people living with epilepsy in the ACT and surrounding region, their families, support network and the community.

epilepsy
ACT

Epilepsy Association (ACT) Incorporated

Committee Report

In accordance with the Associations Incorporations Act 1991 the Committee of the Epilepsy Association (ACT) Incorporated state the following in regard to the year ended 30 June 2022:

(a) The names of the Committee Members during the financial year were:

Name	Position	Resignation Date
Louise Gray	Chair	
Richard Eccles	Vice Chair	
Fiona Allardyce	Secretary	
Sophie Irving	Treasurer	
Fiona Allardyce	Public Officer	
Mark Parkinson	Member	
Alison Darcy	Member	
Vicki Page	Member	
Paula Bird	Member	April 2022
Peter Brown	Member	
Jake Boyle	Member	
Erinn Pages	Member	
David Thomas	Member	

(b) The principal activities of the Association during the financial year were to provide assistance to people with and raise awareness of epilepsy.

(c) No significant changes in the nature of these activities occurred during the year.

(d) The result from ordinary activities of the Association for the year was a surplus of \$89,328 (2021: surplus of \$40,529).

Signed in accordance with a Resolution of the Committee.

Signature



Signature



Name

Louise Gray

Name

Sophie Buckmaster

Canberra ACT

November 2022

Epilepsy Association (ACT) Incorporated

Statement of Income and Expenditure For the Year Ended 30 June 2022

	Note	2022 \$	2021 \$
Revenue			
Donations		112,607	75,470
Grants		115,074	102,400
Fund raising activities		19,690	22,130
Other	2	86,465	45,333
Total revenue		333,836	245,333
Expenses			
Depreciation and amortisation expenses		2,683	3,951
Rent		10,080	4,200
Employee expenses		183,234	147,715
Administration expenses	3	48,511	48,938
Total expenses		244,508	204,804
 Surplus for the year		 89,328	 40,529

The Statement of Income and Expenditure should be read in conjunction with the accompanying notes to the financial statements.

Epilepsy Association (ACT) Incorporated

Statement of Assets and Liabilities

As at 30 June 2022

	<i>Note</i>	<i>2022</i> \$	<i>2021</i> \$
<i>Current Assets</i>			
Cash	4	336,685	250,424
Receivables	5	13,978	5,500
<i>Total Current Assets</i>		350,663	255,924
<i>Non Current Assets</i>			
Office equipment	6	10,332	7,778
<i>Total Non Current Assets</i>		10,332	7,778
<i>Total Assets</i>		360,995	263,702
<i>Current Liabilities</i>			
Trade and other payables	7	19,997	10,733
Employee benefits	8	5,804	7,103
<i>Total Current Liabilities</i>		25,801	17,836
<i>Total Liabilities</i>		25,801	17,836
<i>Net Assets</i>		335,194	245,866
<i>Equity</i>			
Retained surplus		335,194	245,866

The Statement of Assets and Liabilities should be read in conjunction with the notes to the financial statements.

Epilepsy Association (ACT) Incorporated

Cash Flow Statement For the Year Ended 30 June 2022

	Note	2022 \$	2021 \$
<i>Cash Flow From Operating Activities</i>			
Grants received		115,074	102,400
Interest received		364	1,277
Other receipts		209,920	149,951
Payments to suppliers and employees		(233,860)	(196,528)
Net cash (used in) provided by operating activities		91,498	57,100
<i>Cash Flow From Investing Activities</i>			
Purchase of equipment		(5,237)	0
Net cash (used in) provided by investing activities		(5,237)	0
Net (decrease)/increase in cash held		86,261	57,100
Cash at the beginning of the year		250,424	193,324
Cash at the end of the year	4	336,685	250,424

The Cash Flow Statement should be read in conjunction with the notes to the financial statements.

Epilepsy Association (ACT) Incorporated

Statement of Changes in Equity For the Year Ended 30 June 2022

	Retained Earnings	Total
Balance as at 1 July 2020	205,337	205,337
Surplus attributable to the members	40,529	40,529
Balance as at 30 June 2021	<u>245,866</u>	<u>245,866</u>
Surplus attributable to the members	89,328	89,328
Balance as at 30 June 2022	<u>335,194</u>	<u>335,194</u>

The Statement of Changes in Equity should be read in conjunction with the notes to the financial statements.

Notes to and Forming Part of the Financial Statements For the Year Ended 30 June 2022

1. Statement of Significant Accounting

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards - Simplified Disclosures of the Australian Accounting Standards Board (AASB), the Associations Incorporation Act 1991 of the ACT and the Australian Charities and Not-for-profits Commission Act 2012. The Association is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for the cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

The financial report of the Association was authorised for issue on the date of signing of the attached Committee's Report by the committee members.

(a) Depreciation of Office Equipment

Office equipment is depreciated over their estimated useful lives using the straight line method.

Profits and losses on disposal of plant and equipment are taken into account in determining the surplus for the year.

Minor capital items are written off in the year of acquisition.

(b) Income Tax

The Association is exempt from income tax under Subdivision 50-5 of the Income Tax Assessment Act 1997.

(c) Cashflows

For the purpose of the Statement of Cash Flows, cash includes cash on hand and deposits at call with the bank.

(d) Revenue Recognition

Operating Grants and Donations

When the Association receives operating grant revenue or donations, it assesses whether the contract is enforceable and has sufficiently specific performance obligations in accordance with AASB 15. When both these conditions are satisfied, the Association:

- identifies each performance obligation relating to the grant;
- recognises a contract liability for its obligations under the agreement; and
- recognises revenue as it satisfies its performance obligations.

Where the contract is not enforceable or does not have sufficiently specific performance obligations, the Association:

- recognises the asset received in accordance with the recognition requirements of other applicable accounting standards (for example AASB 9, AASB 116 and AASB 138);

- recognises related amounts (being contributions by owners, financial instruments, provisions, revenue or contract liability arising from a contract with a customer); and
- recognises income immediately in profit or loss as the difference between the initial carrying amount of the asset and the related amount.

If a contract liability is recognised as a related amount above, the Association recognises income in profit or loss when or as it satisfies its obligations under the contract.

Other income

All other sources of income are brought to account as income when the related goods or services have been provided and the income earned.

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

**Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2022**

Note 2 Other revenue

	2022	2021
	\$	\$
Membership fees	0	82
Presentations	20,182	10,540
Interest	(177)	1,277
Telemarketing	4,545	224
Reimbursement	6,242	0
ESAP	55,673	0
Jobseeker received - ATO	0	21,000
Cash Boost received - ATO	0	12,210
Total	86,465	45,333

Note 3 Administrative expenses

Advertising and promotion	17,188	17,853
Bank charges	40	230
Conference expenses	0	0
Consultants	2,833	2,227
Fund raising expenses	5,878	11,644
Gifts	416	752
Insurance	5,352	5,659
Internet	348	50
Repairs and maintenance	6,539	3,149
Minor assets	576	0
Postage and telephone	4,362	4,242
Presentation/seminar	55	27
Stationary and printing	1,550	1,595
Subscription and membership fees	3,374	1,510
Total	48,511	48,938

Note 4 Cash

Cheque account	215,702	129,264
Investment accounts	120,883	121,060
Petty cash	100	100
Total	336,685	250,424

Note 5 Receivables

Trade receivables	13,978	9,976
Less: provision for doubtful debts	0	(4,476)
Total	13,978	5,500

Note 6 Office equipment

Office equipment – at cost	27,483	27,240
Less: accumulated depreciation	(17,151)	(19,462)
Total office equipment	10,332	7,778

**Notes to and Forming Part of the Financial Statements
For the Year Ended 30 June 2022**

Note 7 Payables

	2022 \$	2021 \$
PAYG payable	10,332	5,798
Superannuation payable	5,022	2,645
GST payable/(receivable)	4,643	2,290
Total	19,997	10,733

Note 8 Employee Benefits

Current – annual leave	5,804	7,103
Total	5,804	7,103

Note 9 Related Party Disclosures

There were no transactions with related parties during the year.

Note 10 Association Details

The Association operates solely within the Australian Capital Territory and surrounding areas to provide assistance to people with and raise awareness of epilepsy.

The Association is incorporated in the Australian Capital Territory under the *Associations Incorporation Act 1991* (Association No. A00951).

The registered office and principal place of business of the Association is:

Shop 16, 1st Floor
Grant Cameron Community Centre
1b, 27 Mulley Street
Holder ACT 2611

Note 11 Subsequent Events

The Committee is not aware of any significant events since the end of the reporting period.

Note 12 Financial Risk Management

The Association's principal financial instruments comprise cash at bank, receivables and accounts payable. These financial instruments arise from the operations of the Association.



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