

**Volunteering and Contact ACT Limited**  
**ABN 30 433 789 697**

**Financial Statements**

**For the Year Ended 30 June 2025**

# **Volunteering and Contact ACT Limited**

**ABN 30 433 789 697**

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**For the Year Ended 30 June 2025**

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**Volunteering and Contact ACT Limited**  
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**Directors' Report**  
**For the Year Ended 30 June 2025**

The Directors present their report, together with the financial statements of Volunteering and Contact ACT Limited for the year ended 30 June 2025.

### **Principal Activities**

VolunteeringACT is the peak body for volunteering and provides community information services in the Canberra Region.

We also deliver programs for people experiencing disadvantage and isolation, people with disabilities, and people needing support for mental wellness.

We are the peak body for volunteers and volunteering in the Canberra Region.

We deliver inclusive services and information that connect people with their community and enables participation. We lead the design and delivery of high quality, safe, ethical and sustainable volunteering.

Through our activities we improve inclusivity, enable sustainable volunteering, and create a more resilient Canberra community.

### **Objectives**

The strategic objectives of Volunteering and Contact ACT Limited are:

- **Strategic objective 1: Advocacy**  
Promote volunteering through focused policy, advocacy, communication, and collaboration to showcase real impacts and cultivate a culture that values and encourages volunteerism.
- **Strategic objective 2: Capacity building**  
Empower volunteer-involving organisations to develop and sustain best practices in volunteering through capacity building, collaboration, and enhancing capabilities.
- **Strategic objective 3: Inclusive services**  
Provide inclusive services that actively identify, challenge, and eliminate barriers to participation in volunteering and the community.
- **Strategic objective 4: Organisational effectiveness**  
Enhance organisational sustainability and preparedness through effective strategic planning, financial management, operational efficiency and governance effectiveness.

### **Strategy for Achieving Objectives**

The Board of Directors sets strategic priorities annually. Management prepares a Business Plan based on these priorities and submits this to the Board for approval.

### **Performance Measures**

The Board of Directors sets performance metrics and indicators and evaluates the progress and success of the organisation against them.

### **Review of Operations**

Core grant funding meant that the organisation was able to deliver all programs and projects. The surplus result is due to prudent financial management and staffing expenses less than forecast. The organisation has again finished the year with substantial reserves with an investment strategy developed mid-2025. The costs of delivering key events and training continues to increase. Our leased City Walk office premises were provided as a donation in kind on a month-to-month basis and we were pleased to enter into a new lease immediately prior to EOFY through to mid-2027 for our central office.

**Volunteering and Contact ACT Limited**  
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**Directors' Report**  
**For the Year Ended 30 June 2025**

**Directors**

The names of each person who has been in office at any time during the year and to the date of this report are:

<b>Names</b>	<b>Appointed - Resigned</b>
Robyn Hendry – Chair	25 September 2018
Helen McKenna – Deputy Chair & Treasurer	28 July 2020
Jayne Curnow	29 May 2018
Bobbi Campbell	16 June 2023
Sajid Hassan	27 September 2022
Michael Brady	11 September 2023-4 August 2025
Rachel Thomas	10 October 2023
Cherie Hughes	21 November 2023
Annette Watson	15 August 2025

**Information on Directors**

**Ms Robyn Hendry – Non-Executive Chair**

**Experience and Expertise:** Robyn is an accomplished board director with extensive experience across the private, not-for-profit, and government sectors. With over 25 years in senior leadership, in CEO and General Manager roles, she brings deep expertise in health, business, arts and culture, sport, community development, tourism, and events. Known for her strategic insight and strong corporate governance capabilities, Robyn consistently delivers practical, results-driven solutions. She is passionate about transformative leadership and innovation, most recently contributing to global health initiatives through Aspen Medical Advisory Services. Robyn currently serves as a Non-Executive Director of Tennis Australia, Canberra Symphony Orchestra, Canberra Southern Cross Club and is an Advisory Committee Member for the National Arboretum Canberra, Chair of Volunteering ACT, and Executive Director of Linq Consultants. She holds a Graduate Certificate in Executive Healthcare Leadership, a Bachelor of Management (Tourism), Advanced Diploma Hospitality and is an active member of the Australian Institute of Company Directors (AICD).

**Special Responsibilities:** Chair, Nominations and CEO Performance Committee

**Dr Helen McKenna – Non-Executive Treasurer and Non-Executive Deputy Chair**

**Experience and Expertise:** Helen is a Director at Charterpoint Pty Ltd. She has over 30 years' experience in both public and private sectors, across service delivery, policy, assurance and risk management, and in regional and central offices. She specialises in governance, audit and assurance, program and project management, risk management, business improvement and change management.

**Special Responsibilities:** Chair of the Finance and Audit Committee; Member of Nominations and CEO Performance Committee

**Dr Jayne Curnow – Non-Executive Director**

**Experience and Expertise:** Jayne is a trusted, ethical leader with 25 years of international experience in strategic governance, action research and development, partnerships, and stakeholder engagement in the public, not-for-profit and commercial sectors. Her career has spanned the social, health, education, economic, water, agriculture and mining sectors. She drives innovation and continuous improvement with evidence-based strategic analysis of complex issues to deliver results. Jayne holds a PhD in Anthropology from the ANU, and is a graduate and member of the Australian Institute of Company Directors.

**Special Responsibilities:** Chair of the Governance & Risk Committee

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**Ms Bobbi Campbell – Non-Executive Director**

**Experience and Expertise:** Bobbi has over 25 years of experience as a legal and commercial advisor across public and private sectors. Through her current work at Synergy Law, she continues to advise on corporate and commercial matters, intellectual property, media & communications law, contracts, procurement, tendering, governance, probity and public law. Along with negotiating successful legal outcomes, she has also led and advised on policy development, strategy and helped foster strong stakeholder engagement for the Commonwealth Government with key sectors, in order to build trusted relationships and sustainable outcomes. Bobbi is also on the board of the Canberra Grammar School and provides pro-bono legal assistance to several key community organisations, including VolunteeringACT and its members.

**Special Responsibilities:** Member of the Finance and Audit Committee

**Mr Sajid Hassan – Non-Executive Director**

**Experience and Expertise:** Sajid joined the board in 2022 and is the chair of the Information Technology Committee. Sajid has tertiary qualifications in Corporate Governance from Governance Institute of Australia and Australian Institute of Company Directors in addition to holding a postgraduate degree in engineering from the Australian National University. He has previously worked as the Chief Information Officer for Lifeline Australia and the Pharmacy Guild of Australia. He is currently working as the Program Director at the Australian National University.

**Special Responsibilities:** Chair of the Information, Systems & Technology Committee

**Mr Michael Brady – Non-Executive Director**

**Experience and Expertise:** Mick is currently part time Executive Officer of Community Sport Alliance of the ACT and is the Chair of the Phillip Oval Management Group. He also provides advice and coaching as the Principal of his own consulting company. In addition to more than twenty-five years' experience in human resources, Mick has been CEO for a University-based sporting organisation, and undertaken project-based consultancy work. As a volunteer, he was a member on the Board of an ACT sporting association and the Board of a licensed club. As well he has been a member of committees for both community sporting clubs, and of sporting associations. He has undertaken a range of other active volunteer roles, e.g. coach, team manager, coaching director, in the community sport sector and recently renewed his governance qualifications in becoming a Certified Community Director.

**Special Responsibilities:** Member of the Finance and Audit Committee

**Ms Rachel Thomas – Non- Executive Director**

**Experience and Expertise:** Rachel Thomas is CEO at Canberra Symphony Orchestra where she has a keen focus on driving innovation, expanding audience reach and fostering a culture of high-quality performance, integrity, and accountability. Rachel specialises in building relationships and establishing meaningful partnerships that benefit the ACT community. She is particularly invested in ensuring that all Canberrans have access to the enriching experience of live music. Rachel holds a Bachelor of Fine Arts (Graphic Design), is a graduate of the Australian Institute of Company Directors and a Deakin University MBA Candidate.

**Special Responsibilities:** Member of CEO Performance and Nominations Committee; Member of the Finance & Audit Committee.

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**For the Year Ended 30 June 2025**

**Ms Cherie Hughes – Non- Executive Director**

**Experience and Expertise:** Cherie joined the Board in November 2023. She is the CEO and Founder of CJH Executive Insights, a graduate of the Australian Institute of Company Directors, was a senior executive within the public service for 20+ years, and spent 10 years in the private sector. Cherie is a mentor, organisational coach, adviser and strategist with experience across infrastructure, IT, health, transport and property sectors. She has deep experience across risk, governance, finance and performance, with strengths in procurement, probity, contract management, data, cyber, IT, program delivery, change and safety.

**Special Responsibilities:** Member of the Information, Systems & Technology Committee; Member of the Governance & Risk Committee

**Ms Annette Watson – Non-Executive Director**

**Experience and Expertise:** Annette joined the Board in August 2025 and is a Canberra-based management consultant and Partner at Parbery, with over two decades of experience in governance, financial oversight, and public value delivery. She has served on VolunteeringACT's Finance and Audit Committee since 2020, contributing to strategic financial planning and risk management. Annette's career spans leadership roles in government and not-for-profit sectors, including Defence Housing Australia and advisory work for agencies such as Geoscience Australia and the Department of Veterans' Affairs. Her expertise includes contract management, business process improvement, and stakeholder engagement. Annette holds a Bachelor of Business (Financial Management), Lean Six Sigma Green Belt, and certifications in Prince2 and Managing Successful Programs. She is known for her discretion, strategic thinking, and ability to deliver outcomes in complex environments.

**Special Responsibilities:** Member of the Finance & Audit Committee; Member of the Governance & Risk Committee

**Officers**

**Ms Jean Giese – Chief Executive Officer**

Jean Giese has worked in senior roles in the community industry for 15 years and has a wealth of experience in designing, delivering, and evaluating projects and collaborations that foster inclusion. Jean is a graduate of the Australian Institute of Company Directors, has a Bachelor of International Relations and a range of industry-specific qualifications.

**Ms Melanie Cantwell – Company Secretary (from August 2023)**

Mel Cantwell has over 20 years board director and senior experience in the not-for-profit sector, representing and promoting the interests of people with lived experience. She is a graduate of the Australian Institute of Company Directors and a qualified chartered secretary.

**Volunteering and Contact ACT Limited**  
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**Directors' Report**  
**For the Year Ended 30 June 2025**

**Meetings of Directors**

During the financial year, five (5) meetings of directors were held, and various meetings of committees of the Board. Attendance by each director during the year was as follows:

	Board meetings		Finance & Audit Committee		Governance & Risk Committee		Information, Systems & Technology Committee		Nominations & CEO Performance Committee	
	Number eligible to attend	Number attended	Number eligible to attend	Number attended	Number eligible to attend	Number attended	Number eligible to attend	Number attended	Number eligible to attend	Number attended
<b>Robyn Hendry</b>	<b>5</b>	<b>5</b>	–	–	<b>3</b>	<b>3</b>	–	–	<b>3</b>	<b>3</b>
Helen McKenna	5	4	5	4	–	–	–	–	3	3
<b>Jayne Curnow</b>	<b>5</b>	<b>5</b>	–	–	<b>3</b>	<b>3</b>	–	–	–	–
Bobbi Campbell	5	5	5	3	–	–	–	–	–	–
<b>Sajid Hassan</b>	<b>5</b>	<b>4</b>	–	–			<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>
Michael Brady	5	1	5	3	–	–	–	–	–	–
<b>Rachel Thomas</b>	<b>5</b>	<b>3</b>	–	–	–	–	–	–	<b>3</b>	<b>2</b>
Cherie Hughes	5	5	–	–	3	3	2	2	–	–

**Contributions on Winding Up**

As per the Constitution, every Member of the Company agrees to contribute to the assets of the Company in the event of the Company being wound up; the maximum a Member is required to contribute is \$40. The total amount that members of the company are liable to contribute if the company is wound up is \$8,360 based on 209 members at 30 June 2025.

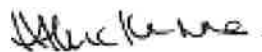
**Auditors Independence Declaration**

The Auditor's Independence Declaration in accordance with Section 60-40 of the Australian Charities and Not-for-profits Commission Act 2012 for the year ended the 30 June 2025 has been received and can be found on page 6 of the financial report.

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



Director – Robyn Hendry



Director – Helen McKenna

**Date:** 23 October 2025

**Volunteering and Contact ACT Limited**

**A.B.N 30 433 789 697**

Tel +61 2 6257 7500  
canberra@pkf.com.au  
pkf.com.au

**Auditor's Independence Declaration under s 60-40 of the Australian Charities and Not-for-profits Commission Act 2012 to the Directors of Volunteering and Contact ACT Limited**

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2025, 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.



PKF Canberra



Ross Di Bartolo  
Partner  
Registered Company Auditor

Dated: 23.10.2025.



**Volunteering and Contact ACT Limited**

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**Statement of Profit or Loss and Other Comprehensive Income  
For the Year Ended 30 June 2025**

		<b>2025</b>	<b>2024</b>
	<b>Note</b>	<b>\$</b>	<b>\$</b>
<b>Revenue</b>	<b>4</b>	<b>2,982,402</b>	<b>2,550,415</b>
<b>Expenses</b>			
Bad debts		-	(138)
Administration expenses		(217,137)	(210,573)
Conferences and events		(52,324)	(52,448)
Depreciation		(278,304)	(44,344)
Employee costs		(1,734,416)	(1,823,472)
Marketing expenses		(17,314)	(32,860)
Interest		(53,201)	(2,089)
Occupancy costs		(63,497)	(349,541)
Other expenses	<b>5</b>	<b>(506,894)</b>	<b>(117,896)</b>
<b>Gain/(Loss) for the year</b>		<b>59,315</b>	<b>(82,947)</b>
<b>Other comprehensive income</b>		<b>-</b>	<b>-</b>
<b>Total comprehensive income/(loss) for the year</b>		<b>59,315</b>	<b>(82,947)</b>

The accompanying notes form part of these financial statements.

**Volunteering and Contact ACT Limited**

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**Statement of Financial Position**

**As at 30 June 2025**

	<b>Note</b>	<b>2025 \$</b>	<b>2024 \$</b>
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	6	<b>1,731,592</b>	1,628,213
Trade and other receivables	7	<b>44,248</b>	32,363
Other assets	8	<b>22,926</b>	21,995
<b>TOTAL CURRENT ASSETS</b>		<b>1,798,766</b>	1,682,570
<b>NON-CURRENT ASSETS</b>			
Property, plant equipment & right of use asset	9	<b>569,208</b>	50,935
<b>TOTAL NON-CURRENT ASSETS</b>		<b>569,208</b>	50,935
<b>TOTAL ASSETS</b>		<b>2,367,974</b>	1,733,506
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Trade and other payables	10	<b>172,081</b>	114,205
Lease liabilities		<b>267,208</b>	15,984
Employee provisions	11	<b>123,624</b>	114,897
Other liabilities	12	<b>184,830</b>	195,312
<b>TOTAL CURRENT LIABILITIES</b>		<b>747,743</b>	440,398
<b>NON-CURRENT LIABILITIES</b>			
Lease liabilities		<b>285,761</b>	17,952
Other liabilities	12	<b>-</b>	-
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>285,761</b>	17,952
<b>TOTAL LIABILITIES</b>		<b>1,033,504</b>	458,351
<b>NET ASSETS</b>		<b>1,334,470</b>	1,275,155
<b>EQUITY</b>			
Retained earnings		<b>1,334,470</b>	1,275,155
<b>TOTAL EQUITY</b>		<b>1,334,470</b>	1,275,155

The accompanying notes form part of these financial statements.

**Volunteering and Contact ACT Limited**

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**Statement of Changes in Equity  
For the Year Ended 30 June 2025**

	<b>Retained Earnings</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>
<b>2024</b>		
Balance at 1 July 2023	1,358,102	1,358,102
Profit/(loss) for the current year	(82,947)	(82,947)
<b>Balance at 30 June 2024</b>	<b>1,275,155</b>	<b>1,275,155</b>

	<b>Retained Earnings</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>
<b>2025</b>		
Balance at 1 July 2024	1,275,155	1,275,155
Profit/(loss) for the current year	59,315	59,315
<b>Balance at 30 June 2025</b>	<b>1,334,470</b>	<b>1,334,470</b>

The accompanying notes form part of these financial statements.

**Volunteering and Contact ACT Limited**

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**Statement of Cash Flows  
For the Year Ended 30 June 2025**

	<b>Note</b>	<b>2025 \$</b>	<b>2024 \$</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>			
Receipts from customers		2,876,757	1,519,980
Interest received		82,346	87,580
Interest paid		(53,201)	(2,089)
Payments to suppliers and employees		(2,524,977)	(2,732,087)
Net cash provided by/(used in) operating activities		<u>380,925</u>	<u>(1,126,615)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>			
Purchase of property, plant and equipment		(27,642)	(32,140)
Payments for leasehold improvements		(14,274)	
Net cash provided by/(used in) investing activities		<u>(41,916)</u>	<u>(32,140)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES:</b>			
Repayment of lease liabilities		(235,628)	(13,896)
Net cash provided by/(used in) financing activities		<u>(235,628)</u>	<u>(13,896)</u>
Net increase/(decrease) in cash and cash equivalents held		103,381	(1,172,651)
Cash and cash equivalents at beginning of year		1,628,213	2,800,864
Cash and cash equivalents at end of financial year	6	<u>1,731,592</u>	<u>1,628,213</u>

The accompanying notes form part of these financial statements.

# **Volunteering and Contact ACT Limited**

**ABN 30 433 789 697**

## **Notes to the Financial Statements For the Year Ended 30 June 2025**

The financial report covers Volunteering and Contact ACT Limited as an individual entity. Volunteering and Contact ACT Limited is a not-for-profit Company, registered and domiciled in Australia.

Comparatives are consistent with prior years, unless otherwise stated.

### **1 Basis of Preparation**

Volunteering and Contact ACT Limited applies Australian Accounting Standards – Simplified Disclosures as set out in AASB 1060: General Purpose Financial Statements – Simplified Disclosures for For-Profit and Not-for-Profit Tier 2 Entities.

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 and the Australian Charities and Not-for-profits Commission Act 2012. Volunteering and Contact ACT Limited is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

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

### **2 Summary of Significant Accounting Policies**

#### **(a) Revenue and other income**

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

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

#### **Grant revenue**

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

#### **Donations/Volunteer in Kind contributions**

Donations/Volunteer in kind contributions are recognised when a fair value can be determined reliably and concurrently with the related expense.

#### **(b) Income Tax**

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

# **Volunteering and Contact ACT Limited**

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## **Notes to the Financial Statements For the Year Ended 30 June 2025**

### **2 Summary of Significant Accounting Policies**

#### **(c) 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.

#### **(d) Property, plant and equipment**

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment.

Items of property, plant and equipment acquired for nil or nominal consideration have been recorded at the acquisition date fair value.

##### **Depreciation**

Property, plant and equipment, excluding freehold land, is depreciated on a straight-line basis over the assets useful life to the Company, commencing when the asset is ready for use.

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

<b>Fixed asset class</b>	<b>Depreciation rate</b>
Plant and Equipment	20%-33%
Furniture, Fixtures and Fittings	25%
Computer Equipment	33.33%
Right-of-Use - Buildings	5 years

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

#### **(e) Financial instruments**

Financial instruments are recognised initially on the date that the Company 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**

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

# **Volunteering and Contact ACT Limited**

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## **Notes to the Financial Statements For the Year Ended 30 June 2025**

### **2 Summary of Significant Accounting Policies**

#### **(e) Financial instruments**

##### **Financial assets**

###### *Classification*

On initial recognition, the Company classifies its financial assets into the following categories, those measured at:

- amortised cost
- fair value through profit or loss - FVTPL

Financial assets are not reclassified subsequent to their initial recognition unless the Company changes its business model for managing financial assets.

###### *Amortised cost*

Assets measured at amortised cost are financial assets where:

- the business model is to hold assets to collect contractual cash flows; and
- the contractual terms give rise on specified dates to cash flows are solely payments of principal and interest on the principal amount outstanding.

The Company's financial assets measured at amortised cost comprise trade and other receivables and cash and cash equivalents in the statement of financial position.

Interest income, foreign exchange gains or losses and impairment are recognised in profit or loss. Gain or loss on derecognition is recognised in profit or loss.

###### *Impairment of financial assets*

Impairment of financial assets is recognised on an expected credit loss (ECL) basis for the following assets:

- financial assets measured at amortised cost
- debt investments measured at FVOCI

When determining whether the credit risk of a financial assets has increased significant since initial recognition and when estimating ECL, the Company considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on the Company's historical experience and informed credit assessment and including forward looking information.

The Company uses the presumption that an asset which is more than 30 days past due has seen a significant increase in credit risk.

The Company uses the presumption that a financial asset is in default when:

# **Volunteering and Contact ACT Limited**

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## **Notes to the Financial Statements For the Year Ended 30 June 2025**

### **2 Summary of Significant Accounting Policies**

#### **(e) Financial instruments**

##### **Financial assets**

- the other party is unlikely to pay its credit obligations to the Company in full, without recourse to the Company to actions such as realising security (if any is held); or
- the financial assets is more than 90 days past due.

##### *Trade receivables*

Impairment of trade receivables have been determined using the simplified approach in AASB 9 which uses an estimation of lifetime expected credit losses. The Company has determined the probability of non-payment of the receivable and multiplied this by the amount of the expected loss arising from default.

The amount of the impairment is recorded in a separate allowance account with the loss being recognised in finance expense. Once the receivable is determined to be uncollectable then the gross carrying amount is written off against the associated allowance.

Where the Company renegotiates the terms of trade receivables due from certain customers, the new expected cash flows are discounted at the original effective interest rate and any resulting difference to the carrying value is recognised in profit or loss.

##### *Other financial assets measured at amortised cost*

Impairment of other financial assets measured at amortised cost are determined using the expected credit loss model in AASB 9. On initial recognition of the asset, an estimate of the expected credit losses for the next 12 months is recognised. Where the asset has experienced significant increase in credit risk then the lifetime losses are estimated and recognised.

##### **Financial liabilities**

The Company measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

The financial liabilities of the Company comprise trade payables, bank and other loans and lease liabilities.

#### **(f) Impairment of non-financial assets**

At the end of each reporting period the Company determines whether there is evidence of an impairment indicator for non-financial assets.

Where an indicator exists and regardless for indefinite life intangible assets and intangible assets not yet available for use, the recoverable amount of the asset is estimated.

Where assets do not operate independently of other assets, the recoverable amount of the relevant cash-generating unit (CGU) is estimated.

The recoverable amount of an asset or CGU is the higher of the fair value less costs of disposal and the value in use. Value in use is the present value of the future cash flows expected to be derived from an asset or cash-



# **Volunteering and Contact ACT Limited**

**ABN 30 433 789 697**

## **Notes to the Financial Statements For the Year Ended 30 June 2025**

### **2 Summary of Significant Accounting Policies**

#### **(f) Impairment of non-financial assets – Cont.**

generating unit.

Where the recoverable amount is less than the carrying amount, an impairment loss is recognised in profit or loss.

Reversal indicators are considered in subsequent periods for all assets which have suffered an impairment loss.

#### **(g) Cash and cash equivalents**

Cash and cash equivalents comprise 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) Leases**

At inception of a contract, the Company assesses whether a lease exists - i.e. does the contract convey the right to control the use of an identified asset for a period of time in exchange for consideration.

This involves an assessment of whether:

- The contract involves the use of an identified asset - this may be explicitly or implicitly identified within the agreement. If the supplier has a substantive substitution right then there is no identified asset.
- The Company has the right to obtain substantially all of the economic benefits from the use of the asset throughout the period of use.
- The Company has the right to direct the use of the asset i.e. decision making rights in relation to changing how and for what purpose the asset is used.

#### **Lessee accounting**

The non-lease components included in the lease agreement have been separated and are recognised as an expense as incurred.

At the lease commencement, the Company recognises a right-of-use asset and associated lease liability for the lease term. The lease term includes extension periods where the Company believes it is reasonably certain that the option will be exercised.

The right-of-use asset is depreciated over the lease term on a straight line basis and assessed for impairment in accordance with the impairment of assets accounting policy.

# **Volunteering and Contact ACT Limited**

**ABN 30 433 789 697**

## **Notes to the Financial Statements**

**For the Year Ended 30 June 2025**

### **2 Summary of Significant Accounting Policies**

#### **(h) Leases**

The lease liability is initially measured at the present value of the remaining lease payments at the commencement of the lease. The discount rate is the rate implicit in the lease, however where this cannot be readily determined then the Company's incremental borrowing rate is used.

#### **(i) Employee benefits**

Provision is made for the Company'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.

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cashflows are discounted using market yields on high quality corporate bond rates incorporating bonds rated AAA or AA by credit agencies, with terms to maturity that match the expected timing of cashflows. Changes in the measurement of the liability are recognised in profit or loss.

#### **(j) Adoption of new and revised accounting standards**

The Company has adopted all standards which became effective for the first time at 30 June 2025, the adoption of these standards has not caused any material adjustments to the reported financial position, performance or cash flow of the Company for the current or prior periods.

### **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 – Performance Obligations Under AASB 15**

To identify performance obligations under AASB15, the requirements included in the grant funding agreement must be sufficiently specific to allow management to determine whether the performance obligations have been satisfied. Management exercises judgement to determine whether the requirements are sufficiently specific by taking into account any conditions specified in the funding agreement, explicit or implicit, regarding the delivery of services. In making this assessment, management considers the nature and type of service and the period of delivery.

**Volunteering and Contact ACT Limited**

**ABN 30 433 789 697**

**Notes to the Financial Statements  
For the Year Ended 30 June 2025**

	<b>2025</b>	<b>2024</b>
<b>4 Revenue – Customer Contracts</b>	<b>\$</b>	<b>\$</b>
Grant Income	2,155,057	2,002,955
Donation in Kind	281,105	283,109
Event Income	7,227	5,245
Member Subscriptions	40,137	40,769
Other income from customers	176,729	124,867
	<u>2,660,255</u>	<u>2,456,944</u>
<b>Other Revenue</b>		
Interest received	82,346	87,580
Other Grants and Donations	5,731	5,891
Volunteer In Kind Contribution	234,070	-
	<u>2,982,402</u>	<u>2,550,415</u>
<b>5 Other Expenses</b>		
Accounting Software and Audit Fees	5,600	9,190
Consulting Fees	10,791	90,680
Project Costs	225,555	3,341
Gifts	1,371	3,135
Legal Fees	19,622	98
Minor Equipment	9,885	11,453
Volunteer In Kind Expense	234,070	-
	<u>506,894</u>	<u>117,896</u>
<b>6 Cash and Cash Equivalents</b>		
Cash on Hand	103	103
Cash at Bank	455,005	399,540
Short Term Deposits	1,276,484	1,228,570
	<u>1,731,592</u>	<u>1,628,213</u>
<b>7 Trade and other receivables</b>		
CURRENT		
Trade Receivables	25,944	7,051
Accrued Income	18,304	25,311
	<u>44,248</u>	<u>32,363</u>
<b>8 Other Assets</b>		
CURRENT		
Prepayments	22,926	21,995
	<u>22,926</u>	<u>21,995</u>

**Volunteering and Contact ACT Limited**

**ABN 30 433 789 697**

**Notes to the Financial Statements  
For the Year Ended 30 June 2025**

**9 Property, plant and equipment**

	2025	2024
	\$	\$
Leasehold Improvements – at cost	54,171	39,897
Accumulated depreciation	(39,897)	(39,897)
Total buildings	<u>14,274</u>	<u>0</u>
Plant and Equipment - at cost	79,331	52,686
Accumulated depreciation	(45,675)	(34,162)
Total Plant & Equipment	<u>33,656-</u>	<u>18,524-</u>
Right-of-use Assets		
Right-of-Use – Office Lease at cost	824,113	1,060,892
Accumulated depreciation	(302,835)	(1,028,481)
	<u>521,278</u>	<u>32,411</u>
<b>Total property, plant and equipment</b>	<u><b>569,208</b></u>	<u><b>50,935</b></u>

**Movements in carrying amounts of property, plant and equipment**

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year:

	Lease Improvements	Plant and Equipment	Right of Use Assets	Total
	\$	\$	\$	\$
<b>Year ended 30 June 2024</b>				
Balance at the beginning of year	16,837	-	46,302	63,139
Addition	-	33,869	-	33,869
Disposal	-	(1,729)	-	(1,729)
Depreciation expense	(16,837)	(13,616)	(13,891)	(44,344)
Balance at the end of the year	-	18,524	32,411	50,935
	Lease Improvements	Plant and Equipment	Right of Use Assets	Total
	\$	\$	\$	\$
<b>Year ended 30 June 2025</b>				
Balance at the beginning of year	-	18,524	32,411	50,935
Addition	14,274	27,642	754,660	796,576
Disposal	-	-	-	-
Depreciation expense	-	(12,510)	(265,794)	(278,304)
<b>Balance at the end of the year</b>	<b>14,274</b>	<b>33,656</b>	<b>521,278</b>	<b>569,208</b>

# Volunteering and Contact ACT Limited

ABN 30 433 789 697

## Notes to the Financial Statements For the Year Ended 30 June 2025

<b>10 Trade and Other Payables</b>	<b>2025</b>	<b>2024</b>
CURRENT	\$	\$
Trade payables	44,131	10,650
Other Payables	91,116	78,241
Payable to ATO	36,834	25,314
	<u>172,081</u>	<u>114,205</u>

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.

<b>11 Employee Provisions</b>	<b>2025</b>	<b>2024</b>
CURRENT	\$	\$
Annual leave	117,797	114,897
Long service leave	5,827	-
	<u>123,624</u>	<u>114,897</u>

<b>12 Other Liabilities</b>		
CURRENT		
Contract Liability – Funding in Advance	166,241	171,659
Memberships Received	18,589	23,653
	<u>184,830</u>	<u>195,312</u>

### 13 Key Management Personnel Disclosures

The totals of remuneration paid to the key management personnel of Volunteering and Contact ACT Limited during the year were as follows:

	<b>2025</b>	<b>2024</b>
	\$	\$
KPM Compensations	201,210	178,983
	<u>201,210</u>	<u>178,983</u>

<b>14 Auditors Remuneration</b>	<b>2025</b>	<b>2024</b>
	\$	\$
Audit Services	6,400	7,200
	<u>6,400</u>	<u>7,200</u>

**Volunteering and Contact ACT Limited**

**ABN 30 433 789 697**

**Notes to the Financial Statements  
For the Year Ended 30 June 2025**

**15 Related Party Disclosures**

Disclosures relating to key management personnel are set out in Note 13.

At the reporting date, there were no amounts outstanding to or from Related Parties. At the previous reporting date, there were also no amounts outstanding in relation to Related Parties.

**16 Financial Risk Management**

The company's financial instruments consist mainly of deposits with banks, accounts receivable and payable and lease liabilities.

The carrying amount of each category of financial instrument, measured in accordance with AASB 9: *Financial Instruments* as detailed in the accounting policies to these financial statements, are as follows:

		<b>2025</b>	<b>2024</b>
	Note	\$	\$
<b>Financial Assets at Amortised Cost</b>			
Cash and Cash Equivalents	6	1,731,592	1,628,213
Trade and Other Receivables	7	44,248	32,363
		<hr/>	<hr/>
		1,774,840	1,660,575
<b>Financial Liabilities at Amortised Cost</b>			
Trade and Other Payables	10	172,081	114,205
Lease Liabilities		552,969	33,936
		<hr/>	<hr/>
		725,050	148,142

**17 Contingent Liabilities**

The company had no contingent liabilities as at the 30 June 2025 and 30 June 2024.

**18 Commitments**

The company had no commitments for expenditure as at the 30 June 2025 and 30 June 2024.

## **Volunteering and Contact ACT Limited**

**ABN 30 433 789 697**

### **Notes to the Financial Statements**

**For the Year Ended 30 June 2025**

#### **19 Economic Dependence**

Economic dependence exists where the activities of the company depend significantly on funding from a particular source. Volunteering and Contact ACT Limited is dependent on grants from the Federal Government and grants from the Government of the ACT to fund its operating activities.

#### **20 Events Occurring After the Reporting Date**

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the company, the results of those operations, or the state of affairs of the company in future financial years.

#### **21 The registered office and principal place of business of the company is:**

Volunteering and Contact ACT Limited  
Level 2, 202 City Walk  
Canberra ACT 2601

**Volunteering and Contact ACT Limited**

**ABN 30 433 789 697**

**Directors' Declaration**

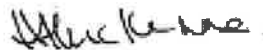
The directors declare that in their opinion:

- the attached financial statements and notes give a true and fair view of the company's financial position as at the 30 June 2025 and of its performance for the financial year ended on that date; and
- there are reasonable grounds to believe that the company will be able to pay 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* and other mandatory professional reporting requirements.

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



Director – Robyn Hendry



Director – Helen McKenna

**Date:** 23 October 2025



**Volunteering and Contact ACT Limited****Independent Audit Report to the members  
of Volunteering and Contact ACT Limited**Tel +61 2 6257 7500  
canberra@pkf.com.au  
pkf.com.au**Opinion**

We have audited the financial report of Volunteering and Contact ACT Limited, which comprises the statement of financial position as at 30 June 2025, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the directors' (responsible persons') declaration.

In our opinion the financial report of Volunteering and Contact ACT Limited 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 company's financial position as at 30 June 2025 and of its financial performance for the year then ended; and
- (ii) complying with Australian Accounting Standards – AASB 1060: General Purpose Financial Statements – Simplified Disclosures for For-Profit and Not-for-Profit Tier 2 Entities and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2022*.

**Basis for Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the company in accordance with the auditor independence requirements of the *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.

**Other Information**

Other information is financial and non-financial information in the annual report of the Company which is provided in addition to the Financial Report and the Auditor's Report. The directors are responsible for Other Information in the annual report. The Other Information we obtained prior to the date of this Auditor's Report was the Director's Report.

Our opinion on the Financial Report does not cover the Other Information and, accordingly, the auditor does not and will not express an audit opinion or any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report, or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed on the other information obtained prior to the date of this auditor's report, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Responsibilities of the Directors for the Financial Report**

The directors of the company are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards – AASB 1060: General Purpose Financial Statements – Simplified Disclosures for For-Profit and Not-For-Profit Tier 2 Entities and the ACNC Act. The director's responsibility also includes such internal control as the directors 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.

**Independent Audit Report to the members  
of Volunteering and Contact ACT Limited**Tel +61 2 6257 7500  
canberra@pkf.com.au  
pkf.com.au

In preparing the financial report, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.


**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.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the director's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

  
PKF Canberra  
Ross Di Bartolo  
Partner  
Registered Company Auditor

Date: 23.10.2025.