

## Chairperson Authorisation

Print: J PrattSign: J PrattDate: 21/10/11

# ACCYPN National Executive Teleconference

## Annual General Meeting

### Minutes – CONFIRMED

Thursday 28<sup>th</sup> October 2010  
7.00pm Eastern Standard Time

Present: **Qld:** Jan Pratt (JPr - Board), Judy Perrin, Robyn Penny, Sandra Phillips, Irene Hanmer, Linda Shields

**NSW:** Bart Cavaletto, Jennifer Fraser, Karen Rankin

**Tas:** Sue Scott (SS – Board), Rosie MacLeavy, Kerry Paine

**SA:** Michelle Howard (MH – Board), Helen Calabretto, Allison Hutton, Susan O'Rourke, Georgina Paterson

**WA:** Pam O'Nions (PO – Board), Gillian Charwood, Fenella Gill, Di Juliff, Fran Kyte, Ailsa Munns, Kerry Murphy, Linda Shields, Jo Siffleet, Sally Wilson, Rachel Wood

**NT:** Marie Land (ML – Board), Vibeke Hauge

Apologies: **Qld:** Cathy Marron, Alison Williams

**NSW:** June Colgrave

**Vic:** Bev Leiper (BL – Board), Libby Reid

**Tas:** Naomi Boyce, Christine Fisher, Damhnat McCann, Andrea Middleton, Janine Sawford, Trudi Steedman, Leah Willis

**SA:** Lesley Cuthbertson, Merri Paech

**WA:** Jodee Eaves, Margie Lane, Annette O'Mahony

**NT:** Karen Doyle

Minutes: Cre8it Events

#### Welcome

JPr opened the meeting at 7.00pm

#### 1. Present

See above.

#### 2. Apologies

See above.

#### 3. Confirmation of Previous Minutes (2009 AGM)

Amendment required: SA Apologies – change to Sharon Crowley.

**Motion:** To accept the 2009 ACCYPN AGM Minutes with the above listed amendment made. **Moved:** MH **Seconded:** JPe **Carried:** Unanimously.

**4. Chairperson's Report**

Read by JPr. Please refer to attached ACCYPN Annual Report (Financial Year 2009-2010)

**Motion:** To accept the Chairperson's Report as read and attached.

**Moved:** JPr

**Seconded:** SS

JPr invited comments prior to report being accepted. Linda Shields mentioned with the Journal now being online, submissions have increased and they now have a backlog of papers.

**Carried:** Unanimously.

**5. Treasurer/Company Secretary's Report**

Read by ML. Please refer to attached ACCYPN Annual Report (Financial Year 2009-2010). ML announces the Auditor's Report is unfortunately not available at the time of the AGM. According to the bookkeepers, ACCYPN has run at a loss in excess of \$8,000.00 this financial year but ACCYPN has substantial funds and is certainly still in a financially stable situation. The Auditors report has not recognised the \$8,000.00+ deficit as it relates to the Dorothy Clarke Fund (WA) and will be balanced in the 2010-2011 Auditor's Report. ACCYPN is still young and ongoing establishment costs will continue to occur. Increasing member number is important and all members are encouraged to recruit new members.

**Motion:** To accept the Treasurer/Company Secretary's Report as read and attached.

**Moved:** ML

**Seconded:** JPe

JPr invited comments prior to report being accepted. Ally Hutton questioned Treasurer/Company Secretary Report being accepted without accompanying Auditor's Report. JPe mentioned a similar timing delay was experienced with this report last year and Auditor's report was posted to website approximately one week following AGM. ML advised according to ASIC, signed auditor reports must be released to members by end November (five months following end of financial year). Ally expressed thanks for these answers.

JPr added comment – discussion will be held at the Board meeting Face to Face regarding possible increase in membership fees or identifying other revenue streams for ACCYPN.

**Carried:** Unanimously (with NSW and SA expressing concern Auditor's Report is not attached with the Treasurer/Company Secretary's Report).

**6. Appointment of an Auditor**

**Motion:** To accept BB Whitehouse Accountants as ACCYPN Auditor.

**Moved:** ML

**Seconded:** JPe

Discussion ensued regarding the past two years experiencing delays with submission of Auditor's Report for AGM. The Board will review this appointment under the ASIC rules and outlines at the Face to Face in November 2010AFace.

**Carried:** Unanimously (With the proviso that review of this appointment be undertaken by the Board according to ASIC rules and outlines)

**7. Appointment of Casual Director's Position**

JPr – under the ACCYPN Constitution, half the Directors on the Board need to step down at this AGM. Those stepping down are: Jacquie Burton (Vic), Rosie MacLeavy (Tas), Michele Howard (SA), Ailsa Munns (WA) and Judy Perrin (Qld). All except Jacquie Burton renominated for positions on the Board. Two nominations for the Board were also received from NSW – Jennifer Fraser and June Colgrave.

**Motion:** To accept Rosie MacLeavy (Tas), Michele Howard (SA), Ailsa Munns (WA), Judy Perrin (Qld), Jennifer Fraser (NSW) and June Colgrave (NSW).

**Moved:** JPr

**Seconded:** ML

**Carried:** Unanimously

**9. Closure of Meeting**

Meeting closed 7.50pm Eastern Standard Time.



# *ANNUAL REPORT*

## *FINANCIAL YEAR 2009-2010*



ABN: 52 133 086 601

ACN: 133 086 601

## Introduction

Australian College of Children and Young People's Nurses (ACCYPN) was created in September 2008. It is a national professional organization for nurses who work with children and young people irrespective of the setting they work in.

It was formed by the amalgamation of five state and one national organization. One of the long-term visions of the previous national organization (Australian Confederation of Paediatric and Child Health Nurses) was to realise the development of a National College of Children and Young People's Nurses. The dream became a reality in September 2008. ACCYPN is registered as a Company limited by Guarantee.

The coming together of nurses working with children in all settings through direct membership of ACCYPN forms an influential professional body:

- a) promoting and advancing the specialty of children and young people's nurses and
- b) advocating for improved policy and services for children, young people, and families.



## **Vision, Mission and Objects**

### **Vision**

The Australian College of Children & Young Peoples' Nurses will promote excellence in health care for children and young people in the context of their family and the community.

### **Mission**

The Australian College of Children & Young Peoples' Nurses will advocate for and facilitate the continuing development of specialty nursing practices to meet the unique needs of children and young people.

### **Objects**

(See constitution <http://www.accypn.org.au/downloads/accypn-constitution.pdf>)

#### **1.3.1**

The Company's principal objects in respect to children and young people between the ages of 0 - 18 are to:

##### **1.3.1.1**

Advocate for:

- (a) the inclusion of children and young people's health needs and issues in nurse education programs;
- (b) excellence in the nursing care of children and young people; and
- (c) a commitment at the political level to provide effective health services for children and young people.

##### **1.3.1.2**

Facilitate the:

- (a) professional development of nurses working with children and young people;
- (b) development and maintenance of professional networks associated with nurses who care for children and young people; and
- (c) implementation of programs designed to provide effective health services for children and young people.

##### **1.3.1.3**

Influence policy, procedures and practices in organisations and government departments in respect to children and young people's health needs.

##### **1.3.1.4**

Support, promote and participate in research associated with children and young people.

1.3.1.5

Promote evidence-based practice through education and research and by providing education and research grants.

1.3.2

The ancillary objects of the Company which support the principal objects are to:

1.3.2.1

educate nurses about children and young people's health needs.

1.2.2

provide resources to facilitate the provision of education in respect to children and young people's health needs.

1.2.3

raise community awareness of children and young people's health needs.

1.2.4

make known and further the Company's activities and principal objects.

1.2.5

act as a lobby group as and when required by Members and to lobby for and on behalf of Members with the aim of changing legislation at all levels of government in Australia to include children and young people's health needs and issues in nurse education programs.

1.2.6

seek the co-operation of and join with like associations, governments, corporations, health professionals and/or other persons to further the Company's principal objects.

1.2.7

undertake all manner of charitable work to further the Company's objects and to accept any specific or general gifts or bequests for such charitable purposes, whether conditional or not.

1.2.8

conduct fund raising campaigns or other fund raising, marketing or promotional activities.

1.2.9

raise money to further the aims of the Company and to secure sufficient funds for the purposes of the Company.

1.2.10

receive any funds and to distribute these funds in a manner that best attains the objects of the Company.

1.2.11

do all such things as are incidental or conducive to the attainment of all or any of the objects of the Company.

1.2.12

Actively participate in processes to regulate the specialty of nursing practice

## Chairperson's Report

Dear members

It is with pleasure I present the Annual Chairman's Report for 2009-2010 for the Australian College of Children and Young People's Nurses. The ACCYPN was created in September 2008. This financial year is the first full year of operation of the College.

I thank all the Directors for their contribution and in particular Ms Marie Land in her role of Company Secretary. I also acknowledge the contribution of Ms Jacquie Burton who stands down as a Director as of the Annual General Meeting this year.

As you will read later in the report the College has met the majority of the objects as outlined in the Constitution. This has been achieved by the contribution of the Board members and other members who have been willing to represent the College and in doing so use their expert skills and knowledge to advance the work of the College.

During this year ACCYPN became a member of RCNA Corporate Plus program. This is an exciting partnership that will strengthen as time progresses. There have been benefits for ACCYPN as well as individual members from this partnership.

Three states have established Chapters since last year and have been active. The Board would hope to see other states and territories also commence a Chapters to create a local identity for the College and to advance networking amongst members.

The Board has continued to strengthen the governance of the Company. We have undertaken a self- assessment against the NNO standards and intend to include in the next planning process areas that provide opportunity for improvement. The Board continues to develop business rules as required to ensure that there are standards to support the operation of the Board.

The Australian College of Children and Young People's Nurses signed an agreement in July 2009 in partnership with Australian College of Neonatal Nurses and the Neonatal Nurses College Aotearoa to continue with the publication of the Neonatal, Paediatric and Child Health Journal. The Journal moved to electronic format in November 2009. This was an exciting step for the Journal Management Board and the member Associations. An electronic format increases access latest research relating to children and young people's health to an international audience.

Planning is progressing well for the inaugural ACCYPN 2011 Conference **Navigating New Directions in Children and Young People's Health Care**. I would encourage members to go to the website <http://www.accypn2011.eventplanners.com.au/> to register their interest and to receive updates regarding the conference.

It is pleasing to note that there has been an 8% increase in membership since 30<sup>th</sup> June 2009. As the ACCYPN continues to grow in number it also grows in representation of nurses who work with Children and Young People across Australia and increases the influence of the organisation on policy and service delivery.

Jan Pratt  
Chairperson ACCYPN

## Company Secretary's Report

During the year 2009 – 2010 there has been much activity within the Australian College of Children and Young People's Nurses (ACCYPN) and a considerable increase in member benefits. With these benefits comes a cost but the Board has been supportive of ensuring that progress for the benefit of members is high on the agenda.

One of the increased benefits is the expansion of the Networks (List Servs) to four. They are:

- Child Health Network
- Paediatric Network
- Young People's Health
- Education and Research

A further benefit to members has been the establishment of the Corporate Partnership with Royal College of Nursing Australia (RCNA). This agreement gives members who are also members of RCNA reduced membership fees for RCNA. The partnership enables ACCYPN to be involved in advocacy, policy and education related documents that concern the health of children and young people. It also ensures that ACCYPN is considered the peak nursing organisation for children and young people's nurses.

The ACCYPN website has proven to be a cost effective avenue for ensuring that members have a communication tool that enables them to keep abreast of College activities, to be informed about upcoming events/Chapter Events/Conferences and to network across the nation, and potentially internationally, to discuss areas of importance to their work.

Secretariat support for ACCYPN is provided by Martin Bishop of Cre8it Events. While the services are an on-going cost to the College, maintaining the secretariat is pivotal to timely, professional and efficient services to members. The secretariat is responsible for registering new members, processing renewals, updating the website, communicating with the Board regarding member and non-member queries and disseminating information to members as directed by the Board.

The Australian College of Children and Young People's Nurses has provided a number of members with Scholarships/Grants during the 2009 – 2010 year.

During the 2009 – 2010 year the dissolution of the WA APCHN was finally completed. That organisation had a sum of \$126,409.83 held in Fixed Term Deposit accounts called the Dorothy Clarke Fund. The conditions upon dissolution ensured that this fund would be maintained in Western Australia and the interest earned on this account would be used for the professional development of nurses in Western Australia. The dissolution also included a Clause that, while the ACCYPN would manage this fund, the money would revert to the Princess Margaret Hospital, Western Australia should ACCYPN dissolve at any time. Legal advice was sought, at a cost to ACCYPN, regarding the governance required to satisfy the conditions surrounding this money. The eventual outcome was that separate Westpac ACCYPN bank accounts were to be established to manage this fund. This was not realised until September 2010. This fund and its operation will be addressed in the 2010 – 2011 financial report.

While the ACCYPN is currently in a financially sustainable situation, it is clear that the cost of increased member benefits requires continuing examination. The number of members is critical to ensuring that existing benefits are maintained. A growth in membership will result in a stronger association which will be more financially able to deliver increased services, benefits and professional development through Scholarships/Grants to its members. During this financial year a marketing exercise was undertaken. The Board approved the expenditure of \$1,627.60 to provide States/Territory Board members with marketing materials to distribute throughout the relevant nursing workforce in an effort to gain more members. While a complete analysis of this process has not as yet been undertaken, results indicate that it was not as successful as anticipated. The Board would call upon all members to



be actively engaged in furthering the aims of the College and encouraging colleagues to become members.

## **2009 - 2010 Financial Result**

The approved budget for the 2009 - 2010 year was developed through an understanding that original expenses incurred because of the setting up of the College would have been met and that there would be stability and limited unexpected costs for this financial year. There have, however, been some unexpected additional financial burdens including the commissioning of legal advice surrounding the acceptance of managing the Western Australia Dorothy Clarke Fund. Further to this a new agreement signed with Cre8it Events for the secretariat during the 2009 – 2010 year saw an increase in costs. The Board considered the proposal by Cre8it Events and determined that the increased charges would be offset by the services delivered and benefit to members of the professional service offered.

## **Outlook**

The College has continued to progress its aims in rather difficult financial circumstances. Retaining and increasing membership is a key component to the success of the College. The College is gaining recognition as the peak professional body and voice for nurses who work with/for children and young people and it has continued to advocate for children and young people in the context of their families.

The inaugural Conference of the Australian College of Children and Young People's Nurses is planned for October 2011 in Sydney. A dedicated group of Board and Ordinary members has been meeting, planning and organising this Conference. Event Planners is the company chosen as the Conference Conveners. As a significant professional development and networking event for all nurses who work with children and young people, as well as a potential fundraiser, we anticipate a highly successful and enjoyable Conference. The success of this Conference is ultimately of great importance to the future of the College and it is hoped that all members promote/attend the Conference.

## **Acknowledgements**

As I've already mentioned, the secretariat has provided very valuable assistance to both the Board and the members. I acknowledge the contribution made by Martin Bishop of Cre8it Events for his timely responses to demands and his professional input.

Our Chairperson, Jan Pratt, has been the driving force, the motivation and inspiration for the success of the Australian College of Children and Young People's Nurses. I would like to especially thank Jan personally for the assistance and advice that she has given me throughout the past year. I would also give recognition to the assistance of the past Treasurer/Company Secretary, Judy Perrin, for her advice throughout the year.

Nothing can happen without the dedication of the Board members and I thank each and every one of them for their input into the financial decision making that has occurred throughout the year.

All members will be notified via email when the Annual Report including the Auditor's Report is available on the website.

Marie Land  
Company Secretary ACCYPN

## Director's Report

### Membership

As of the 30<sup>th</sup> June 2010 there were 665 members.

Associate members	21
Life Members	10
Ordinary Members	634

### Activities

The Company's Activities for 2009-2010 to meet the Objectives of the Company include:

Object	Activity
Advocate for the inclusion of children and young people's health needs and issues in nurse education programs;	<p>ACCYPN provided :</p> <ul style="list-style-type: none"> <li>– Representation on the review of Queensland Health Transition Program: TPNEP Paediatric Program – Paediatric Intensive Care Unit, Acute Paediatrics, Community Child Health</li> <li>– Comment on the University of Queensland Post Graduate Child and Young Person Program.</li> <li>– Representation on the Course Advisory Committee for the Graduate Certificate in Paediatric Nursing Studies, College of Nursing.</li> <li>– Comment on the National Registration and Accreditation Implementation Project on the consultation project on the National Nursing Curriculum .</li> </ul>
Advocate for excellence in the nursing care of children and young people; and	<p>ACCYPN reviewed and published four position statements this year:</p> <p>July 2009</p> <ul style="list-style-type: none"> <li>– Aboriginal and Torres Strait Islander Children and Young People's Health</li> </ul> <p>September 2009</p> <ul style="list-style-type: none"> <li>– Nurse Education</li> <li>– Minimum Standard for nurses caring for children and young people.</li> </ul> <p>May 2010</p> <ul style="list-style-type: none"> <li>– Promoting Nutrition Statement</li> </ul>
Advocate for a commitment at the political level to provide effective health services for children and young people.	<p>ACCYPN</p> <ul style="list-style-type: none"> <li>– Worked with other peak organizations for children and young people to prepare a <a href="#">Joint Response to the Government's Health Reform Initiatives From Peak Bodies Children and Young People's Health May 2010</a>. ACCYPN contacted all state and federal leaders and health ministers in government and opposition to highlight the report.</li> <li>– Provided a representative to contribute to the Strategic Framework for Paediatric Health Services</li> </ul>

	<p>discussion paper Victoria</p> <ul style="list-style-type: none"> <li>– Provided a representative contribute to a forum conducted by Department of Families, Housing, Community Services and Indigenous Affairs on improving support and assistance available for carers of children and young people less than 16 years of age with severe disability or medical conditions.</li> </ul>
Facilitate the professional development of nurses working with children and young people	<p>ACCYPN provided a representative on the Nurturing and Protecting Children: Nursing and Midwifery Curriculum Standards Project</p> <p>The following professional development opportunities were offered by Chapters:</p> <ul style="list-style-type: none"> <li>– <b><i>West Australian Chapter</i></b>  <b>Date:</b> Friday 28 May 2010  Full day program - <b>Topic:</b> Illness and Injury in children - ARE YOU READY FOR WINTER?  <b>Date:</b> Tuesday 20 April 2010  Clinical Supper <b>Topic:</b> Consulting with children and young people for the New Children Hospital  <b>Date:</b> Tuesday 2 March 2010  Clinical Supper - <b>Topic:</b> The role of the Commissioner of Children and Young People  <b>Date:</b> Tuesday 10 November 2009  Clinical Supper - Annual Report and Certificate Presentation <b>Topic:</b> 'Nature and context of family and domestic violence in 5 African communities from a refugee background in Perth'  <b>Date : Tuesday 8th September 2009</b>  Clinical Breakfast- <b>Topic</b> 'Anaphylaxis; Meeting the Challenge for Western Australian Children'  <b>Date:</b> Thursday 9 &amp; Friday 10 July 2009  Education Event - 'Evidence Based Health Care Workshops</li> <li>– <b><i>Tasmanian Chapter</i></b>  <b>Date:</b> Saturday 27 March 2010  <b>Topic:</b> Study Day  <b>Date:</b> Saturday 31 October 2009  <b>Topic:</b> Inaugural Study Day  <b>Date:</b> Thursday 22 October 2009  ACCYPN Annual General Meeting</li> <li>– <b><i>Queensland Chapter</i></b>  <b>Date:</b> Thursday 18 February 2010  Networking and Planning Evening  <b>Date:</b> Thursday 22 October 2009  ACCYPN Annual General Meeting  <b>Date:</b> Wednesday 22 July 2009  <b>Topic :</b>CEO Children's Health Service District  Dr Steer will present his VISION for the Children's Health Service District</li> </ul>

Facilitate the development and maintenance of professional networks associated with nurses who care for children and young people	<p>ACCYPN has created virtual networks for:</p> <ul style="list-style-type: none"> <li>– Child Health</li> <li>– Paediatrics</li> <li>– Young People's Health</li> <li>– Education and Research</li> </ul> <p>These networks facilitate discussion between members across Australia.</p>
Influence policy, procedures and practices in organizations and government departments in respect to children and young people	<p>Members have participated in workshops on the ARACY Common approach to Assessment, referral and Support Project.</p>
Promote evidence-based practice through education and research by providing education and research grant	<p>An agreement with other associations for the management of the Neonatal Paediatric and Child Health Nursing Journal was signed in July 2010</p> <ul style="list-style-type: none"> <li>• Scholarships awarded</li> </ul> <p><b><u>Queensland</u></b> Sister Dorothea Sheehan Memorial Award 2009 - Karina Baigrie (value \$350)</p> <p><b><u>Tasmania</u></b> Professional Development Funding - Rebecca Schrale March 2010 (value \$150.00)</p> <p><b><u>South Australia</u></b> Professional Development Scholarship - Kirsty Symons April 2010 (value \$190.00)</p> <p>Grants awarded</p> <p><b><u>Queensland</u></b> Lyn Frazer Award QUT - Julie Tatlow (value \$250) Academic and Clinical Excellence ACU - Samantha Giess December 2009 (value \$250.00)</p> <p><b><u>Western Australia</u></b> WA Student Excellence Award Katherine Graham August 2009 (value \$190.00) and Kristy Douglas February 2010 (value \$190.00)</p>

## Directors' Names, Qualifications and Place of Employment and Special Responsibilities

Director/ Position and Qualifications	Special Responsibilities in the Company
Dr Jan Pratt , RN, D Hlth Sc Nursing Director Children's Health Services, Queensland Health Adjunct Associate Professor School of Nursing, Faculty of Health, Queensland University of Technology	Chairperson
Marie Land Manager, CCIS Training and Support Team NT Department of Health and Families Community Care Information Services (CCIS)	Company Secretary
Judith Perrin Registered Nurse Royal Children's Hospital, Children's Health Services, Queensland Health	National Chapter Coordinator
Jacquie Burton Registered Nurse Paediatric Intensive Care Unit Royal Children's Hospital, Melbourne	
Lesley Cuthbertson Lecturer in Nursing (Paediatrics and Child Health) School of Nursing & Midwifery Faculty of Health Sciences Flinders University - Adelaide SA	
Michele Howard Clinical Service Coordinator Paediatric Unit 1C, Lyell McEwin Hospital SA	Treasurer Conference Committee



<b>Director/ Position and Qualifications</b>	<b>Special Responsibilities in the Company</b>
<p>Bev Leiper Community Paediatric Nurse Developmental and Rehabilitation Team, Craigieburn Health Service</p>	
<p>Dianne Juliff Nursing Coordinator Strategic Support Swan Kalamunda Health Service, School of Nursing &amp; Midwifery Adjunct Research Fellow Curtin University of Technology, WA</p>	
<p>Rosie MacLeavy Lecturer - Postgraduate Studies University of Tasmania</p>	<p>Newsletter Editor</p>
<p>Ailsa Munns Lecturer, Course Coordinator - Child and Adolescent Health School of Nursing &amp; Midwifery, Curtin University Nurse Researcher, Child and Adolescent Health, WA Department of Health</p>	
<p>Pam O'Nions Coordinantor Paediatric Nursing Education Princess Margaret Hospital, Child and Adolescent Health Service WA Adjunct Teaching fellow Curtin University of Technology, WA</p>	<p>Chair Conference Committee</p>
<p>Sue Scott Clinical Nurse Paediatric Unit Royal Hobart Hospital</p>	<p>Represents ACCYPN on CNNO</p>

## Financial reports

**Australian College of Children  
And Young People's Nurses**

Audited Financial Statements  
for the year ended  
30 June 2010

# **Australian College of Children and Young People's Nurses**

ABN 52 133 086 601

## **Directors' Report**

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Your directors present their report on the company for the financial year 30 June 2010

The names of the directors in office at any time during or since the end of the year are:

Dr. Jan Pratt	
Ms Judy Perrin	
Ms Beverly Leiper	
Ms Dianne Juliff	<i>Resigned 4/2/2010</i>
Ms Jacquie Burton	
Ms Rosie MacLeavy	<i>Appointed Casual Director 22/10/2009</i>
Ms Marie Land	
Ms Michele Howard	
Ms Pam O' Nions	
Ms Sue Scott	
Ms Ailsa Munns	<i>Appointed Casual Director 25/3/2010</i>
Ms Lesley Cuthbertson	

Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

### **Meetings of Directors**

During the year, 10 meetings of directors were held. Attendance by each director during the year were as follows:

Director	Number of meeting eligible	Number attended
Dr. Jan Pratt	10	10
Ms Judy Perrin	10	10
Ms Beverly Leiper	7	3
Ms Dianne Juliff	6	6
Ms Jacquie Burton	10	8
Ms Rosie MacLeavy	6	4
Ms Marie Land	10	9
Ms Michele Howard	10	9
Ms Pam O' Nions	10	10
Ms Sue Scott	10	6
Ms Ailsa Munns	2	2
Ms Lesley Cuthbertson	10	9

The profit of the company for the financial year after providing for income tax amounted to \$4,888.

A review of operations of the entity during the financial year indicated that membership fee income represented 87% of all income.

No significant changes in the company's state of affairs occurred during the financial year.

**Australian College of Children and  
Young People's Nurses**

ABN 52 133 086 601

**Directors' Report**

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The principal activities of the company during the financial year were to conduct and facilitate the activities of nursing for children & young people.

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.

The entity expects to maintain the present status and level of operations and hence there are no likely developments in the entity's operations.

The company's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a State or Territory.

No indemnities have been given or insurance premiums paid, during or since the end of the financial year, for any person who is or has been an officer or auditor of the company.

No person has applied for leave of Court to bring proceedings on behalf of the company or intervene in any proceedings to which the company is a party for the purpose of taking responsibility on behalf of the company for all or any part of those proceedings.

The company was not a party to any such proceedings during the year.

*Auditor's Independence Declaration*

A copy of the auditor's independence declaration as required under Section 307C of the Corporations Act 2001 is set out on page 3.

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

Director.....

*J. Puott* (CHAIR PERSON)

Director.....

*Pera*

Dated this *16th* day of *November* 2010



**Australian College of Children and  
Young People's Nurses**

ABN 52 133 086 601

**AUDITOR'S INDEPENDENCE DECLARATION**

**Under Section 307C of the Corporations Act 2001**

**To the Directors of the Australian College of Children and Young People's Nurses**

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I declare that, to the best of my knowledge and belief, during the period ended 30 June 2010, there have been:

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

**BB Whitehouse Accountants**



.....  
**Allen P. Whitehouse FCA**

Date :

16/11/10

**Australian College of Children and  
Young People's Nurses**

ABN 52 133 086 601

Income Statement  
for the year ended 30 June 2010

	<u>Notes</u>	<u>2010</u>	<u>2009</u>
Revenues from ordinary activities	2	75,655	64,921
Cost of Sales	2	(1,625)	-
Conferences	3	(4,392)	(17,726)
Legal Fees	3	(1,045)	(8,514)
Office Supplies, Postage and Stationary	3	(1,350)	(8,081)
Professional Fees	3	(37,436)	(16,158)
Other expenses from ordinary activities	3	<u>(24,920)</u>	<u>(8,821)</u>
<b>Profit from ordinary activities before income tax expense</b>		4,887	5,621
Income tax expense relating to ordinary activities	1	<u>-</u>	<u>-</u>
<b>Net profit from ordinary activities after income tax expense attributable to members of the company</b>		4,887	5,621
<b>Total changes in equity</b>		<u><u>4,887</u></u>	<u><u>5,621</u></u>

**Australian College of Children and  
Young People's Nurses**  
ABN 52 133 086 601

**Statement of Comprehensive Income  
for the year ended 30 June 2010**

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	<i>Note</i>	<u>2010</u>	<u>2009</u>
Profit for the Year		4,887	5,621
Other Comprehensive income			
Net loss on revaluation of land and building		-	-
Net gain on revaluation of financial assets		-	-
Other Comprehensive income for the period, net of tax		-	-
Total Comprehensive income for the year		<u>4,887</u>	<u>5,621</u>
Total Comprehensive income attributable to Members of the parent entity		<u>4,887</u>	<u>5,621</u>

The accompanying notes form part of these financial statements.

**Australian College of Children and  
Young People's Nurses**

ABN 52 133 086 601

Statement of Changes in Equity  
for the year ended 30 June 2010

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	<u>Retained Earnings</u>	<u>Total</u>
	\$	\$
<b>Balance at 4 September 2008</b>	-	-
	-	-
Profit attributable to members of the company	5,621	5,621
<b>Balance at 30 June 2009</b>	<u>5,621</u>	<u>5,621</u>
Balance as at 01 July 2009	5,621	5,621
Profit attributable to members of the company	<u>4,887</u>	<u>4,887</u>
<b>Balance at 30 June 2010</b>	<u>10,508</u>	<u>10,508</u>

**Australian College of Children and  
Young People's Nurses**

ABN 52 133 086 601

**Cash Flow Statement  
for the Year Ended 30 June 2010**

	<u>Notes</u>	<u>2010</u>	<u>2009</u>
<b>Cash Flow from Operating Activities</b>			
Receipts from customers		76,014	56,953
Other receipts		-	97,898
Payments to suppliers		(60,234)	(57,759)
Interest Received		4,399	1,710
Miscellaneous Income			
<b>Net Cash used in Operating Activities</b>	<b>13 (a)</b>	<b>20,178</b>	<b>98,801</b>
<b>Cash Flow from Investing Activities</b>			
Proceeds from Sale of Property, Plant and Equipment		-	-
Payments for Intangible Assets		(358)	(6,114)
<b>Net Cash used in Investing Activities</b>		<b>(358)</b>	<b>(6,114)</b>
<b>Cash Flow from Financing Activities</b>			
Proceeds from Borrowings		-	24,917
<b>Net Cash used in Financing Activities</b>		<b>-</b>	<b>24,917</b>
<b>Net Increase/(Decrease) in Cash Held</b>		<b>19,820</b>	<b>117,604</b>
<b>Cash at Beginning of Year</b>		<b>117,604</b>	<b>-</b>
<b>Cash at End of Year</b>	<b>4</b>	<b>137,424</b>	<b>117,604</b>



**Australian College of Children and  
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ABN 52 133 086 601

**Notes to the Financial Statements  
for the year ended 30 June 2010**

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**Note 1. Summary of Significant Accounting Policies**

This financial report is a special purpose financial report prepared in order to satisfy the financial report preparation requirements of the *Corporations Act 2001*. The directors have determined that the company is not a reporting entity.

The Australian College of Children and Young People's Nurses is a company limited by guarantee.

The financial statements have been prepared in accordance with the mandatory Australian Accounting Standards applicable to entities reporting under the *Corporations Act 2001* and the significant accounting policies disclosed below, which the directors have determined are appropriate to meet the needs of members. Such accounting policies are consistent with the previous year unless stated otherwise.

The financial report has been prepared on an accruals basis and is based on historical costs unless otherwise stated in the notes. The accounting policies that have been adopted in the preparation of the statements are as follows:

**Accounting Policies**

**a. Income Tax**

The directors have self-assessed in accordance with Australian Taxation Office requirements that the organisation is exempt from income tax.

**b. 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 losses.

**Plant and Equipment**

Plant and equipment are measured on the cost basis.

The carrying amount of plant and equipment is reviewed annually by directors to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining the recoverable amount.

**Depreciation**

The depreciable amount of all fixed assets is depreciated on a diminishing value basis over their useful lives to the company commencing from the time the asset is held ready for use.

The depreciation rates for each class of depreciable assets are:

*Class of Fixed Asset*  
Plant and Equipment

*Depreciation Rate*  
20 to 40%

**Australian College of Children and  
Young People's Nurses**

ABN 52 133 086 601

**Notes to the Financial Statements  
for the year ended 30 June 2010**

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**1 Summary of Significant Accounting Policies-(cont')**

**c. Financial Assets**

**Recognition**

Financial assets are initially measured at cost on trade date, which includes transaction costs, when the related contractual rights or obligations exist.

**d. Cash and Cash Equivalents**

Cash and cash equivalents includes cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

**e. Revenue and Other Income**

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

**f. Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the Balance Sheet are shown inclusive of GST.

Cash flows are presented in the cash flow statement on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

**g. Comparatives**

Comparative figures have been adjusted to conform to changes in presentation for the current financial year where required by accounting standards or as a result of changes in accounting policy.

**h. Critical Accounting Estimates and Judgments**

The directors evaluate estimates and judgments incorporated into the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the group.

# **Australian College of Children and Young People's Nurses**

ABN 52 133 086 601

## **Notes to the Financial Statements for the year ended 30 June 2010**

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### **1 Summary of Significant Accounting Policies-(cont')**

#### **I. New Accounting Standards for Application in Future years**

The AASB has issued new and amended accounting standards and interpretations that have mandatory application dates for future reporting years. The company has decided against early adoption of these standards. A discussion of those future requirements and their impact on the company follows :

AASB 9: Financial instruments and AASB 2009-11 :Amendments to Australian Accounting Standards arising from AASB 9 [AASB 1,3,4,5,7,101,108,112,118,121,127,128,131,132,136,139, 1023 & 1038 and Interpretations 10 & 12] (applicable for annual reporting years commencing on or after 1 January 2013)

These standards are applicable retrospectively and amend the classification and measurement of financial assets. The company has not yet determined any potential impact on the financial statements.

The changes made to accounting requirements include:

- simplifying the classifications of financial assets into those carried at amortised cost and those carried at fair value;
- simplifying the requirements for embedded derivatives;
- removing the tainting rules associated with held-to-maturity assets;
- removing the requirements to separate and fair value embedded derivatives for financial assets carried at amortised cost;
- allowing an irrevocable election on initial recognition to present gain and losses on investments in equity instruments that are not held for trading in other.

**Australian College of Children and  
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**Notes to the Financial Statements  
for the year ended 30 June 2010**

	<u>2010</u>	<u>2009</u>
<b><u>Note 2: Revenue and Other Income</u></b>		
<b>Operating Revenue</b>		
Income - Membership Fees	52,302	61,841
Income - Journal Levy	-	1,370
Interest Received	4,399	1,710
Income - Other	5,545	-
Income - Miscellaneous	13,408	-
<b>Total Operating Revenue</b>	<u>75,655</u>	<u>64,921</u>
<b>Cost of Sales</b>		
COS - Other	145	-
COS - Merchandise	1,480	-
<b>Total Cost Of Sales</b>	<u>1,625</u>	<u>-</u>
<b>Gross Profit</b>	<u>56,223</u>	<u>-</u>
<b><u>Note 3: Profit for the Period</u></b>		
<b>a. Expenses</b>		
Conferences	4,392	17,726
Legal Fees	1,045	8,513
Office Supplies, Postage and Stationary		
- Office Supplies	-	45
- Postage	515	433
- Stationary	835	7,605
	<u>1,350</u>	<u>8,082</u>
Professional Fees	37,436	16,158
Other Expenses		
- Awards Given	227	159
- Accounting & Audit	1,300	1,400
- Advertising	35	-
- Bookkeeping Fees	764	518
- Computer Costs	344	148
- Fees & Licence	210	-
- Grants Given	610	-
- Insurance	1,207	1,219
- Journals/Publication	9,685	-
- Subscriptions	100	400
- Networking/Meetings	346	-
- Travel Accomodations/ Meals	5,821	4,292
- Telephone & Internet	1,919	-
- General Exp - Other	957	-
- Bank Charges	773	529
- Merchant fees	596	156
- Website Hosting	25	-
	<u>24,920</u>	<u>8,821</u>
<b>Total Expenses</b>	<u>69,142</u>	<u>59,300</u>

**Australian College of Children and  
Young People's Nurses**

ABN 52 133 086 601

**Notes to the Financial Statements  
for the year ended 30 June 2010**

2010

2009

**Note 10: Events After the Balance Sheet Date**

There were no significant events after balance date that effected the financial report

**Note 11: Economic Dependence**

There is no one factor that the company is economically dependent on.

**Note 12: Contingent Liabilities**

There are no contingent liabilities as at balance date.

**Note 13: Cash Flow Information**

a.	<b>Reconciliation of Cash</b>		
	Cash at bank	137,424	117,604
		<u>137,424</u>	<u>117,604</u>
b.	<b>Reconciliation of Cash Flow from Operations from Ordinary Activities after Income Tax</b>		
	Profit/(Loss) from Ordinary Activities after Income Tax	4,887	5,621
	Changes in Assets and Liabilities		
	(Increase)/decrease in receivables	(111,766)	(6,258)
	Increase/(decrease) in other payables	127,057	99,438
	Net cash provided by operating activities	<u>20,178</u>	<u>98,801</u>

**Note 14. Corporation Details**

**The registered office of the company is:**

Australian College of Children and Young People's Nurses.  
Po Box 7112  
CANBERRA BC ACT 2610

**The principal place of business is:**

Australian College of Children and Young People's Nurses.  
5 Drysdale Street  
WYNNUM WEST QLD 4178

**Australian College of Children and  
Young People's Nurses**

ABN 52 133 086 601

**Directors' Declaration**

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The directors have determined that the company is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

The directors of the company declare that:

1. The financial statements and notes, as set out in pages 4 to 13 are in accordance with the Corporations Act 2001:
  - (a) comply with Accounting Standards as described in Note 1 to the financial statements and the Corporations Regulations 2001; and
  - (b) give a true and fair view of the company's financial position as at 30 June 2010 and of its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements.
2. In the directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors:

Director..... *J. Puott* (CHAIR PERSON)

Director..... *J. Puott*

Dated this *16th* day of *November* 2010

# **Australian College of Children and Young People's Nurses**

## **Independent Audit Report to the Members of Australian College of Children and Young People's Nurses**

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### **Scope**

We have audited the attached financial report, being a special purpose financial report of The Australian College of Children and Young People's Nurses, which comprises the statement of financial position as at 30 June 2010, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended, a summary of significant accounting policies, other explanatory notes and director's declaration as set out in pages 4 to 13. The company's directors are responsible for the financial report and have 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 requirements of the Corporations Act 2001 and are appropriate to meet the needs of the members. We have conducted an independent audit of the financial report in order to express an opinion on it to the members of The Australian College of Children and Young People's Nurses. No opinion is expressed as to whether the accounting policies used and described in Note 1 are appropriate to the needs of the members.

The financial report has been prepared for distribution to members for the purpose of fulfilling the directors' financial reporting requirements under the Corporations Act 2001. 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 the members, or for any purpose other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with accounting policies described in Note 1, so as to present a view which is consistent with our understanding of the company's financial position, and performance as represented by the results of its operations. These policies do not require the application of all Accounting Standards and other mandatory professional reporting requirements in Australia.

We are independent of the company, and have met the independence requirements of the Australian professional ethical pronouncements and the Corporations Act 2001. In addition to our audit of the financial reports we were engaged to undertake some additional work. The provision of these services has not impaired our independence.

The audit opinion expressed in this report has been formed on the above basis.

### **Audit opinion**

In our opinion, the financial report presents fairly in accordance with applicable Accounting Standards, other mandatory professional reporting requirements and the Corporations Act 2001, the financial position of Australian College of Children and Young People's Nurses as at 30 June 2010 and the results of its operations for the year then ended.

**BB Whitehouse Accountants**



.....  
**Allen P. Whitehouse FCA**

16/11/10