



autism spectrum  
AUSTRALIA



42ND ANNUAL REPORT

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Our front cover photo shows some students enjoying our largest ever combined Aspect Schools' Sports Carnival, held at Sydney's Olympic Park in 2010. All of our schools were represented on the day, along with staff and families. The event attracted excellent local press coverage and a highlight was a visit from radio personality Alan Jones AO who, when thanking us for inviting him along, said "I thoroughly enjoyed the outing. Not as much as the kids and the parents though! Keep doing wonderful work."

The front and back inside covers are decorated with a reproduction of Stephen Wiltshire's drawing of Sydney, which he undertook while visiting us in Autism Month 2010 to help raise awareness and celebrate the achievements of people who have an autism spectrum disorder.

**We wish to pay our respect to traditional owners past and present of the many lands in which we live and work.**

**In preparing this 42nd annual report, we have reduced our impact on the environment by making sure it can be accessed in full from our website with a limited number of copies available in print.**

## About Aspect

Autism Spectrum Australia (Aspect) has been helping people with autism and their families since 1966. We are now the country's largest not-for-profit autism specific service provider and our specialised, evidence-based autism educational program is amongst the largest in the world.

Autism spectrum disorders are lifelong developmental disabilities that affect around one in 160 Australians. They impact a person's ability to communicate and relate to others, in different ways and to varying degrees.

At Aspect, we are committed to helping people who have an autism spectrum disorder achieve their unique potential. We rely on donations and the support of the community to provide services and assistance for these people and their families.

**Our vision** is to overcome the isolation of autism.

**Our mission** is to build confidence and capacity with people who have an autism spectrum disorder, their families and communities by providing information, education and other services.

**Our values** are:

Aim high

Understand & communicate clearly

Take personal responsibility

Inspire & innovate

Show empathy

Make a difference



autism spectrum  
AUSTRALIA

ABN: 12 000 637 267

Autism Spectrum Australia (Aspect) is a company limited by guarantee, duly registered under the Corporations Act 2001. Aspect is a Public Benevolent Institution with deductible gift recipient status (DGR6966) as endorsed by the Australian Taxation Office. In addition, Aspect holds NSW authority to fundraise CFNI0991, ACT authority to fundraise CFNI9000299 and Victorian authority to fundraise CFNI0688.

**Registered office:** Level 2, Building 1, 14 Aquatic Drive, Frenchs Forest NSW 2086

**Banker:** Westpac Banking Corporation

**Solicitor:** Kemp Strang of the Kennedy Strang Legal Group

**Auditor:** Grant Thornton Audit Pty Ltd

**Website:** autismspectrum.org.au

**Email:** contact@autismspectrum.org.au

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**Annual General Meeting:** Our Annual General Meeting will be held at the State Library of NSW on 25 May 2011 at 2.30 pm.



## Message from our Board Chair and CEO

We are proud to have been providing information, education and other services to people with an autism spectrum disorder (ASD), their families and communities for over 45 years. The presentation of this, our 42nd annual report, allows us an important opportunity, not only to meet our statutory obligations, but also to celebrate our successes, communicate our plans for the future and to address some of the key issues and challenges we will embrace in the coming years.

2010 was an outstanding year for Aspect. Importantly, the number of funded places we were able to offer people with an ASD totalled 2,303 – 220 more than our target and significantly more than the 1,840 places offered in 2009. An increase in the number of funded places in our schools was a major contributor to this outstanding result. We also achieved our targets to deliver services from 58 service locations and work with 120 service partners.

While we continued to implement our strategic plan that prioritised ongoing growth in service provision to people with an ASD and their families, we also significantly improved our financial position after sustaining an operating loss of \$1.46m in 2009. This exceptional outcome demonstrated the enormous commitment and dedication of our staff, management and executive.

### HIGHLIGHTS FROM 2010

During the year, we reached out to 7,380 people with an ASD. We responded to 3,565 requests on our Aspect Autism Information Line and liaised with 1,533 service providers or professionals who work with non-Aspect clients. We also hosted 188,943 unique visits to our website.

### Financial management

Our Comprehensive Income, which includes capital grants, was a little over \$4.8 million for the year, a significant improvement from \$1.2 million in 2009. By excluding capital grants from the Australian government of \$3.5 million and with a \$0.6 million net gain from the sale of our Wahrenoonga property, our Comprehensive Income would reduce to \$0.7 million in 2010 compared to a loss in 2009 of \$1.1 million, when adjusted on a comparable basis. We see this turnaround of \$1.8 million as a critically important achievement for Aspect in 2010.

*To strengthen the management of our finances, we also introduced new financial sustainability targets for the coming three years.*



**ADRIAN FORD**  
CEO



**KEITH PERKIN**  
BOARD CHAIR

*From inception, our focus at Aspect has been completely directed at providing services – such has been the demand.*

To strengthen the management of our finances, we also introduced new financial sustainability targets for the coming three years. These targets provide a framework whereby our financial sustainability can be assured while we continue to provide services to people with an ASD and their families.

From inception, our focus at Aspect has been completely directed at providing services – such has been the demand. Our recent experiences have demonstrated that our commitment to provide services has to be balanced with a prudent financial framework which places some limits on our capacity to do all that we might want to do. Hence the plan for the next three years is realistic and financially sustainable, provided we continue to work towards the targets we have set for ourselves.

### Aspect Victoria

While our financial re-alignment took place, we continued to expand service provision. We officially opened Aspect Victoria in Moonee Ponds to serve the Western and Northern suburbs of Melbourne as an early intervention provider with funding from the Australian Government's Helping Children With Autism (HCWA) package.



Towards the end of 2010, we secured a consultancy with the Victorian Government to provide specialist educational advice to its six new autism units established in schools under the Autism State Plan. The first part of the consultancy will be to deliver whole school professional learning at the start of the school term in February 2011. A team of Aspect specialists has been established to support strategic development, professional learning and mentoring for the schools involved in the program.

### Aspect Albury Wodonga

We opened our regional centre in Albury – known as Aspect Albury Wodonga – a long term dream of former patrons Judy Brewer and Tim Fischer. The centre provides a combination of early intervention services and a greatly expanded capacity for educational programs in this border region.



## Aspect Behaviour Support

Through Aspect Recipe for Success, our autism specific positive behaviour support workshop for families, we were able to support 184 families across NSW with funding from NSW Health. We also delivered three of these workshops in Queensland in partnership with Disability Services Queensland. We offered intensive case coordination and positive behaviour support to 34 families in Sydney's Metro North Region through our Ageing, Disability and Home Care, Department of Family and Community Services NSW (ADHC) funded Adolescent Support pilot project and supported 33 young people and five adults through our family based Aspect Behaviour Intervention Service in the Western Sydney region.

## Aspect Schools

The number of places in our schools grew from 612 in 2009 to 732 in 2010. This remarkable growth was due to an increasing number of satellites (from 73 to 78) along with the establishment of classes at Aspect Albury Wodonga and in South West Sydney at a new site leased from the Catholic Church in Camden. Both of these sites have become schools in their own right in 2011: the Aspect Riverina School and the Aspect Macarthur School. We had not opened a school for nearly two decades and these additions bring our total number of schools to eight.

Among the satellite classes we opened last year were two at Port Macquarie as part of the Aspect Hunter School. This was another milestone for us as these were the first classes we have operated on the Mid North Coast – another long held goal for Aspect following community consultation in this region in 2006.

During 2010, we helped 156 students transition to mainstream or general disability educational settings.

The *Aspect Comprehensive Educational Approach (ACEA)* is the foundation of the educational services we operate at Aspect with the goal to improve students' capacity to succeed in non-autism specific educational settings. Over the last five years, we have further developed the ACEA to include all facets of our educational program ranging from curriculum to supported transition, and



All of our schools were represented at our largest ever sports carnival.

family involvement to capacity building. The nine elements of our ACEA have been extensively researched to record and reinforce the practical work that happens on a daily basis within our educational services. The result of this research, involving all of our schools, will be a manual for teachers that will be available to all of our staff. The manual will also support our national educational consultancy work that is currently delivered in both Victoria and South Australia.

We are continually seeking to develop the ACEA in line with evidence based practice. To this end, we have established the concept of model classes, which enables the controlled evaluation of educational interventions and programs in a limited number of our classrooms. We then use the research and learning from these model classes to make decisions about the enhancement of the elements of the ACEA. To date we have successfully used model classes to trial the Treatment and Education of Autistic and related Communication handicapped Children (TEACCH) and Pivotal Response Training – (PRT) programs.

## Aspect Schools Capital Program

While our school program continued to grow, we completed our largest ever capital program in 2010 spending \$5.3m (after having spent \$3.6m in 2009). We completed the major re-developments of the Aspect Central Coast School and the Aspect Vern Barnett School through a combination of government funding and our own reserves. We also completed the Australian Government's Building the Education Revolution (BER) funded projects for the Aspect Western Sydney School, Aspect South East Sydney School and Aspect South Coast School.

At the Aspect Central Coast School we had already commenced with construction of six new classrooms prior to the availability of the stimulus package. However, as a result of the BER funding, we were also able to refurbish the remaining three classrooms and the administration area, and upgrade the school's playgrounds.

We had identified the need to replace existing low-grade demountable classrooms at the Aspect South Coast School. With the BER funds, we were able to replace the demountables with new classrooms, and build a multipurpose room and library.

We also refurbished classrooms and administrative spaces at the Aspect South East Sydney School's Peakhurst site using BER funding.

Our Aspect Western Sydney School BER funded project resulted in the creation of an additional classroom, conversion of the previous administration areas to a library and the renovation of an old cottage to become our new administration area.

We used BER funds at the Aspect Vern Barnett School to expand an existing building project. New classrooms were created in the west wing of our old administration area. We also increased the size of the existing classrooms and refurbished the administration offices in the east wing of the School.





*Aspect Patron John Doyle AM and former local member, Ms Belinda Neal MP, with Aspect Central Coast School Principal, Janet Millhouse (back to camera) and students.*

We completed refurbishments of our new premises at Aspect Albury Wodonga with the result that the centre now accommodates an expanded range of our services. The site now has four classrooms, administration offices, space for early intervention programs and a training area.

We drew on capital expenditure to fence an area for use as a playground, install data cabling and purchase furniture for the classrooms at our new unit at Camden, now the Aspect Macarthur School.

### **Aspect Hunter School**

We successfully relocated the Aspect Hunter School from its Shortland site to temporary premises at the Gateshead West Primary School in southern Newcastle.

Remarkably, two benefactors Hilton Grugeon and Richard Owens agreed to give land and build a new school on a site at Thornton in 2011 in response to advocacy by a group of parents for a permanent Aspect school site in the Hunter. This was a most unexpected but exciting outcome for Aspect in 2010.

### **Autism Advisor Program in NSW**

During 2010 we had contact with 1,831 families through the HCWA funded Autism Advisor Program. Our Autism Advisors had contact with over 500 parent and service networks and conducted a series of service provider visits across all regions of NSW.

### **Aspect Diagnostic Assessment Service**

We conducted 352 diagnostic assessments in 2010. 80% of children assessed received a diagnosis of an autism spectrum disorder. We continued to expand the reach of this invaluable service into regional areas with 55% of children assessed in 2010 coming from regional NSW.

### **Aspect Building Blocks® Early Intervention Program**

During 2010 we continued to expand early intervention services. 1,001 children and their families were provided with an Aspect Building Blocks early intervention place, participated in an Aspect Building Links workshop or received an initial early intervention consultation.

We entered new funding agreements with ADHC to provide early childhood development screening services in the Macarthur and Riverina regions. These new services build on a similar service managed by the Aspect Far North Coast Centre and will commence in early 2011.

We joined with Sydney Day Nurseries (SDN) Children's Services in an initiative to establish an autism specific child care service and outreach program funded by ADHC. This service will also commence in 2011.

We achieved a significant improvement in performance of our financial result as compared to 2009. This improvement reflected improved administrative processes and a better understanding of new individualised funding models which are increasingly preferred by state and federal governments.

After a careful review, we discontinued the AutismPro™ service which was delivered in partnership with a North American company. We targeted this program at families in regional and remote areas. However, families expressed a preference for more traditional face to face services.





The former NSW Minister for Disability Services, the Hon. Peter Primrose MLC, officially opened Aspect Ryde Adult Program. Pictured here with one of our clients.

### Services to Adults with an ASD

In our work with adults with an ASD, some important advances were made. We opened a community participation program at Ryde. This was formerly an ADHC service. We now run three community participation programs. We also leased new premises in Canterbury for our adult program which was previously located in Croydon. We entered into an affiliation agreement with a community social group for young people with an ASD known as ASTeen. This agreement promotes ASTeen's individual identity while still being part of Aspect.

### Aspect Research

Research has become a strategic priority for us at Aspect. We support research, evaluation and continuous improvement across all of our units and services. A full time Research Officer was recruited during the year.

Eight research projects commenced in 2010. These were: Pivotal Response Training (PRT) evaluation; Language Acquisition Through Motor Planning (LAMP) pilot trial; Aspect Comprehensive Educational Approach (ACEA) multi-site action research project; 'Our Student Voice' project; The Peer Support Networks Social Clubs Evaluation; two projects for the Broken Bay Diocese to support teachers and students in mainstream senior high school and the Australian Research Council (ARC) funded Secret Agent Society Social Skills Program. The majority of these will be concluded in 2011.

In 2010, two research journal articles were accepted for publication and four others are in process. We are part of a team from Macquarie University that has applied for an ARC grant to compare student outcomes from the Aspect satellite class program with outcomes from the South Australian consultancy model of support for students with ASD.

### Sale of our Wahroonga Property

Another significant event in 2010 was the sale of a property at Wahroonga to the Sunshine Home. This brought to conclusion work that we began in 2007 for the transfer of our small accommodation service. In February 2009, the service was transferred to the Sunshine Home. Our hope was that this organisation would eventually purchase the property and secure the long term tenure for the residents, our former clients. This dream was realised in 2010.

### Relationship Fundraising

An important contribution to our success in 2010 was an excellent result in Aspect Relationship Fundraising – one of the best results for many years. The 2010 net income was \$1.12m. This represented a 22% improvement on budget and 83% improvement on 2009. 6,526 people donated to Aspect – a 265% increase on 2009 - compared to just a 10% increase from 2008 to 2009. Our focus on grassroots fundraising through individuals, community fundraising projects and investing in donor acquisition brought an excellent return on investment.

### Our profile

Aspect's profile continued to grow with a record number of media mentions totalling 634. In particular, Autism Month 2010 was our most successful platform for raising awareness in the general community about the issues faced by people with an ASD. This was partly attributed to a visit by Stephen Wiltshire from the UK. This remarkable artist, with his exceptional visual memory, captured the interest of the media like no other event we have ever been involved with. Through his visit, we were able to offer a very positive account of a person with abilities who also has an ASD. Not only were we able to get major attention through the radio but this time there were important spreads in the print media and on television.



Stephen Wiltshire with some of our satellite class students.





Former NSW Premier Kristina Kenneally visited Stephen Wiltshire at Customs House.

Aspect was well featured in many of these stories including comments by Dr Trevor Clark on the abilities and issues faced by autistic savants. We were able to raise awareness in the general community as well as emphasise our place as a knowledge leader in the field of ASD.

An important factor of this experience was that the visit was made possible through the major sponsorship of British Airways and ADHC along with minor sponsors such as the Council of the City of Sydney and Novatel. The former Premier of NSW, the Hon. Kristina Kenneally MP attended the signing of the drawing by Stephen Wiltshire on 30 April 2010.

### Annual Recognition Awards

Another Autism Month highlight was the 4th NSW Annual Autism Recognition Awards which attracted local media attention. Recognition award recipients were:

- Daniel Hammond, for individual achievement over 16 years
- Matthew Kennedy, for individual achievement under 16 years
- Lee Casuscelli, in the parent/carer category
- Dr Tom Tutton, in the professional achievement category
- The Fairbridge Foundation, for their patronage of Aspect
- Valerie Foley, awarded for special service to the community

### Our Patron

For continued support in raising awareness about autism and about our work in particular, we would like to thank Aspect Patron, John Doyle AM.



During 2010, John's profile and his association with Aspect continued to help us capitalise on media opportunities and he always brought a warmth and sense of humour to important occasions that he attended.

We were delighted to congratulate John when he was named in the 2010 Queen's birthday honour list and received an Order of Australia – Member (AM) in the General Division for outstanding achievement and service. John (aka 'Rampaging Roy Slaven') and his comedic partner Greig Pickhaver (aka 'HG Nelson') were recognised for their service to the media as presenters and entertainers and as supporters of a range of charitable organisations including Aspect.

### Finance

We introduced three key targets for financial sustainability to be referred to in major decisions and monthly reporting. The targets focus on the minimum monthly cash balance, the current ratio and the minimum monthly balance for funding capacity.

### Information Technology

We undertook an IT review to align with the changes we had identified through our strategic planning. Our staff now has greater access to centrally stored information from any location via remote connectivity. We commenced the development of faster and improved access to our intranet from satellite sites.

### Acknowledgements

The generosity of the NSW and Australian Governments is acknowledged in detail in this report but we would like to personally thank both levels of government for their continued support in recognising the growing needs of people with an ASD and their families.

We acknowledge too, the dedication and support of the Aspect Board who all give freely of their time, providing governance and clarity of direction. This extends to the various Board committees and their members. A special note of thanks to long standing Board Director, David Foster, whose length of voluntary service to the organisation was formally acknowledged on his 80th birthday in 2010.

We also thank the staff most sincerely for their continued commitment, hard work and dedication in providing our services to the autism community. The leadership shown by our executive and management is greatly valued and was particularly appreciated in 2010 when such a substantial turnaround in Aspect's performance was achieved.

Adrian Ford  
Chief Executive Officer

Keith Perkin  
Board Chair



## Treasurer's Report

### Overview

At last year's AGM, I outlined the significant capital works program underway along with the efforts of the team to manage through this exciting yet challenging period in Aspect's evolution.



**ROBERT BROWN**  
HONORARY TREASURER

The past year saw the bulk of our building works completed, along with a number of other major capital events, including the sale of our Wahroonga property.

Our expanded operations and capital program also resulted in turnover exceeding \$50 million for the first time in the history of our organisation.

The value of property, plant and equipment increased by 44 per cent over the prior year to \$13.6 million. This was predominantly represented by the expansion and upgrading of Aspect's school buildings.

Of course, comments about physical buildings or the growing scale of our finances can never overshadow the actual delivery of services to the Aspect community. The past year maintained momentum in all key areas of our mission, as highlighted separately by the Board Chair and CEO.

A solid financial base is, however, a necessary part of sustainable service delivery. In this context, 2010 was a year of consolidation for Aspect with a significant improvement in operating results.

Comprehensive Income, which includes capital grants, was a little over \$4.8 million for the year; an improvement from \$1.2 million in 2009.

The 2010 result includes capital grants of some \$3.5 million and \$0.6 million net gain from the sale of the Wahroonga property. Excluding these capital items, Comprehensive Income for Aspect would reduce to \$0.7 million in the current year compared to a loss in 2009 of \$1.1 million when adjusted on a comparable basis.

### Income

Total income for 2010 was \$50.8 million (Graph 1), an increase of 12 per cent over the prior year. Government funding continued to be the major source of income for Aspect representing 85 per cent of total income (86 per cent in 2009).

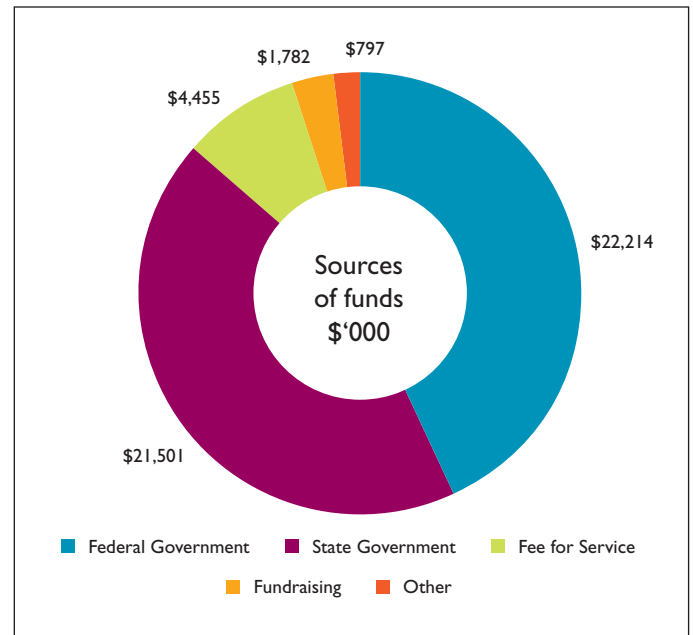
The increase in income was mainly due to a 10 per cent increase in government funding to over \$40.1 million up from \$36.0 million in the prior year. The expanded capacity created by the School building programs contributed to the majority of this increase.

In turn, our building program was largely enabled by the Federal Government's Building Education Revolution (BER) scheme which provided \$3.5 million in capital funding, up from \$2.4 million in the previous year. Although capital in nature, BER grants are categorised as income in the statutory accounts as required by the relevant accounting standards.

Total fee for services provided \$4.5 million (\$4.4 million in 2009) which accounted for 9 per cent (10 per cent in 2009) of all income received.

Gross fundraising income increased in 2010 to \$1.8 million, up from \$1.3 million in 2009. The fundraising result was achieved through strong grass roots support with some 6,500 donors active during the year, an increase of 265 per cent over 2009.

Fundraising represents a vitally important part of our income as it allows Aspect to provide services that are either not funded by government, or where the costs are not fully met.



### Expenses

Expenses increased by 3.3 per cent over the prior year to \$45.9 million in 2010 (Graph 2).

By group, Education & Research accounted for 55 per cent compared to 50 per cent in 2009.

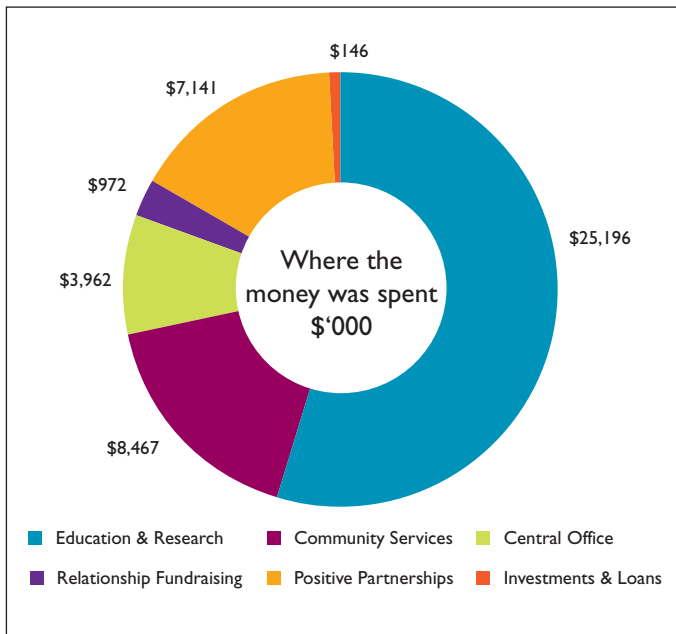
Central Office administrative costs decreased to 9 per cent, down from 12 per cent in 2009, as a part of focussed cost saving initiatives implemented during the year.

By expense type, salary costs were \$33.9 million which represented 74 per cent of total expenditure up from 70 per cent in 2009. This increase is directly represented by the increase of direct services to clients through our School programs, Building Blocks and the successful tendering of an additional Adults Program site at Ryde.

In regard to other expenses, consultants represented the highest non-salary expense as it remained constant at \$4.0 million. Consultant expenses predominantly relate to Positive Partnerships who employed facilitators and learning specialists for workshops.

Overall total other expenses reduced in 2010 to \$11.9 million down from \$13.5 million in 2009. This reduction was primarily due to maturing of the Positive Partnerships program.





Capital expenditure increased to \$5.2 million in 2010, up from \$3.7 million in 2009.

### Assets & Reserves

Aspect's investment portfolio (treated under the relevant accounting rules as non-current other financial assets) dropped from \$4.6 million in 2009 to \$3.92 million as at December 2010. Aspect's investment reserves also include bank deposits. When these cash assets are included, the total investment reserve dropped only slightly from \$4.67million in 2009 to \$4.62million in 2010. This change in valuation over the course of the year was in line with general market conditions.

The portfolio was maintained in line with long-term strategic objectives and liquidity considerations throughout the year. Management of the portfolio was supported by advice from Aspect's investment advisors, Centric Wealth.

Overall net assets of the organisation increased to \$11.7 million in 2010 from \$6.8 million in 2009.

### Cashflow

Ending period cash balances increased to \$3 million in 2010, up from \$1.5 million in 2009.

The following chart shows the cash position of Aspect during the year and illustrates the level of volatility in the organisation's liquidity position as a result of timing differences between the receipt of funds and payments.

Management continues to place a significant focus on cash flow management, including improved operating margins. In addition, Aspect has in place a bank overdraft facility and also maintains a level of liquidity in the investment portfolio to cover temporary shortfalls.

### Conclusion

As mentioned, a solid financial base is an essential component of sustainable service delivery.

With this in mind, 2010 can be regarded as a good starting point for the next phase of development within the organisation.

In the current year, the team has in place a continued focus on financial reporting at all levels, as well as a mandate to improve financial analysis capability, including:

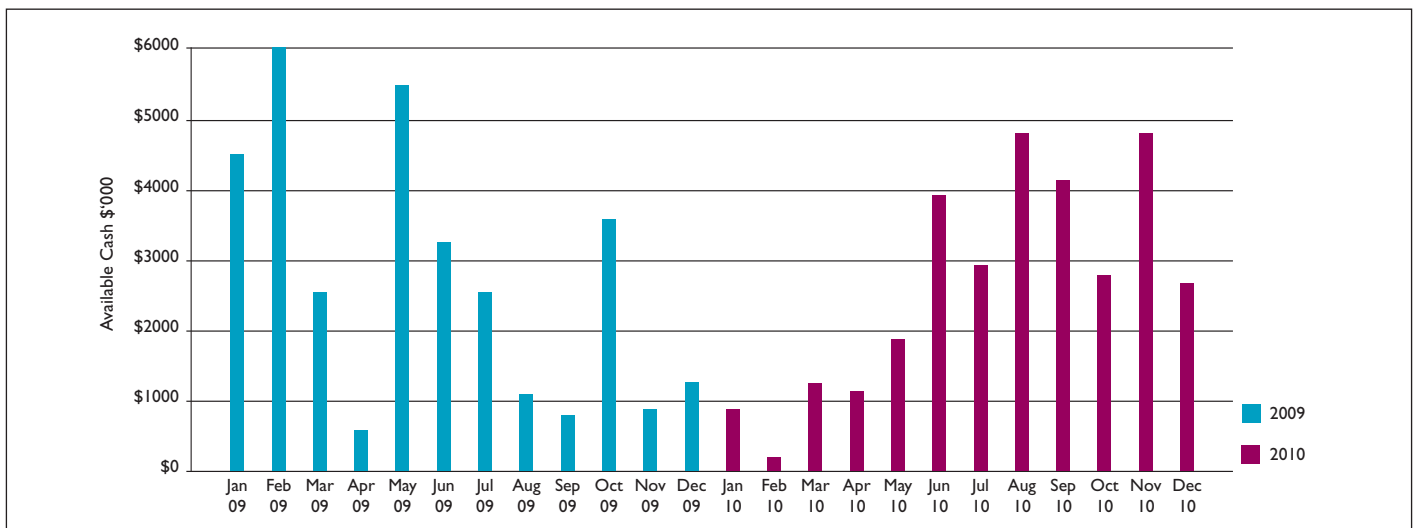
- cashflow forecasting and monitoring;
- internal controls and procurement; and
- closer alignment of service delivery information systems with financial outcomes.

Aspect continues to be served well by regular reporting and review at Executive, Committee and Board level. We also have in place a structured engagement process with independent audit, as well as provision of appropriate independent investment advice. These elements support a sound base for governance and transparency.

I would like to acknowledge the contribution of the Finance team within Aspect who demonstrated an ability to adapt to change throughout 2010, and also to the Executive team as a whole for their continued focus on financial dimensions.

Finally, I offer my sincere thanks to my colleagues on the Board, particularly those on the Finance & Audit Committee for their ongoing support.

**Robert Brown**  
Honorary Treasurer



## Our Performance in 2010

Each year at Aspect we measure performance against a set of key performance indicators, or KPIs. Along with giving the management specific targets, they demonstrate important trends in our work.

The KPIs provide the quantifiable results demonstrated in our highlights. One matter to note was that the explanation for the fall in the number of contacts with Aspect was that not as many people needed to contact our Autism Advisor Program because it was the second year of the program's operation.



Key Stakeholder	Key Performance Indicator	Result for 2009	Result for 2010
People with an ASD and their Families	Number of people with an ASD in contact with Aspect	8,053	<b>7,380</b>
	Number of funded places in Aspect for people with an ASD	1,840	<b>2,303</b>
	Number of service locations	58	<b>58</b>
	Number of service partners (includes government and non government providers)	133	<b>120</b>
	Number of families participating in family-focused programs	1,049	<b>938</b>
	Number of visits to Aspect's web site	N/A	<b>188,943</b>
	Number of students with an ASD who transition from Aspect to more mainstream environments	119	<b>156</b>
	Number of concluded research, continuous improvement and evaluation projects of services	14	<b>11</b>
Governments	\$m received from governments including capital	38.65	<b>43.71</b>
Donors & Supporters	Net \$m received from fundraising including capital donations	0.62	<b>1.12</b>
	Number of donors	1,786	<b>6,526</b>
	Number of media stories involving Aspect and/or its services	460	<b>634</b>
Staff	% of employee turnover	15	<b>18.93</b>
	Number the lost time injury frequency rate for the past 12 months	17.62	<b>26.09</b>
Board	\$m turnover	42.47	<b>47.04</b>
	\$m capital budget	3.58	<b>5.32</b>
	\$m surplus/(deficit) in the operating budget	(1.46)	<b>1.16</b>
	\$m in the strategic investment portfolio	4.55	<b>4.63</b>



## 2011 and Beyond

Our strategic plan charts the course for Aspect over the coming three years. We review the plan as a whole every year and step it out one more year so there is always a current three year window. Our strategic plan is built on a system which ensures that:

- strategies produce competitive advantage;
- strategies are linked directly to quantifiable objectives; and
- strategies are implemented.

We develop our plan using the following guidelines:

- always plan 3 years ahead;
- have an action plan for the immediate year ahead;
- have measurable KPIs; and
- be financially sustainable.

### The key strategic issues we identified for the coming three years were:

1. How best to respond to the continuing unmet need in the ASD community which includes setting a new direction for services for adults with an ASD;
2. To raise awareness of ASD as well as improve Aspect's positioning and profile in the Australian community, and in particular with governments, donors and partners in an increasingly competitive funding and service environment; and
3. To secure Aspect's long term financial viability and balance sheet to resource Aspect's future.

We have determined that the most effective way to respond to these challenges is to set objectives and strategies for each of our key stakeholders. "Key stakeholders" are organisations and individuals with whom we interact and on whom we depend for success. At Aspect, we engage with our key stakeholders to build and maintain strong ongoing relationships, which, in turn, allows us to identify those strategies and actions that will ensure we meet the expectations of each of our key stakeholders.

### Our external key stakeholders are:

1. People with an ASD and their Families
2. Governments
3. Donors and Supporters

### Our internal key stakeholders are:

1. Aspect's Staff who include employees (paid staff) and volunteers (unpaid staff)
2. Aspect's Board of Directors who are elected by its Members.

## Strategic Plan 2011-2013

In writing our plan for the coming three years, we have identified an objective for each key stakeholder (that is, what we want from the stakeholder) and a series of strategies to achieve that objective. Each strategy identifies an expectation or need the stakeholder has of us. If they are met, then we at Aspect should be successful and thereby achieve our objective with that stakeholder. Below is our strategic plan for 2011 – 2013 according to each of our stakeholders.

### 1. People with an ASD and their Families

#### Objective

To get people with an ASD and their families to choose to use Aspect's services because of their availability, affordability, their quality and the service outcomes.

#### Strategies

- Improve performance on *services* by growing the services available to people with an ASD and their families.
- Improve performance on *information for families* by ensuring it is relevant and accessible.
- Improve performance on *communications with families* by being open, honest and generous .
- Improve performance on *service quality* by continuously improving the services available to people with an ASD and their families.
- Improve performance on *service continuity* by closely monitoring and addressing the issues related to short term property leases.
- Improve performance on *public awareness about ASD* by an effective media strategy.
- Improve performance on *affordability* through an understandable fees policy and clear communication to the parent body.
- Improve performance on *Aspect listening to people with an ASD and their families* by better understanding their needs, priorities and life choices.

### 2. Governments

#### Objective

To get governments to recognise Aspect as a quality service provider that is outcome focused as well as being a valuable partner with which to engage.

#### Strategies

- Maintain performance on *compliance* by ensuring governments are satisfied that their funding is spent as per the funding agreement
- Improve performance on *working with diverse communities* by developing effective services that connect with these communities
- Improve performance on *building capacity of people with an ASD, their families and communities* by sharing information and resources and developing skills and sustainable networks
- Maintain performance on *achieving desired outcomes* by being trusted partners with government.



### 3. Donors and Supporters

#### Objective

To get more donors and supporters to give both financially and in-kind to Aspect.

#### Strategies

- Improve performance on *donor/supporter recognition, value and engagement* by using a range of relationship fundraising strategies to acquire and retain donors.
- Improve performance on *demonstrating how donors and supporters make a difference* by showing how Aspect spends the funds that are donated.

### 4. Aspect's Staff

#### Objective

To get the best people to join Aspect who in turn become highly engaged and thereby are retained by Aspect.

#### Strategies

- Improve performance on *information management* by keeping staff informed and making information required for decision making easily accessible.
- Improve performance on *professional development* by providing a wide range of learning and development opportunities
- Improve performance on *having confidence in Aspect's leadership* by there being a clear expression of Aspect's purpose and direction
- Improve performance on *occupational health and safety* by monitoring and refining the program
- Improve performance on *staff recognition* by developing a culture that recognises staff and celebrates success
- Maintain performance on *staff remuneration* by maintaining labour market competitiveness
- Improve performance on *cross unit communication* by giving opportunities to staff in such ventures that look across Aspect
- Improve performance on *career development* by providing opportunities in Aspect to advance their career
- Improve performance on *facilities* by improving Aspect's building stock and equipment
- Improve performance on *environmental awareness* by taking measures that will reduce Aspect's carbon footprint
- Improve performance on *listening to staff* about their issues and concerns through a range of methods including surveys, focus groups, etc and then respond constructively
- Improve performance on *staff retention* by better understanding why staff leave Aspect

### 5. Aspect's Board of Directors elected by Aspect's Members

#### Objective

To get the Board to approve Aspect's strategic plan and its annual operating and capital budgets.

#### Strategies

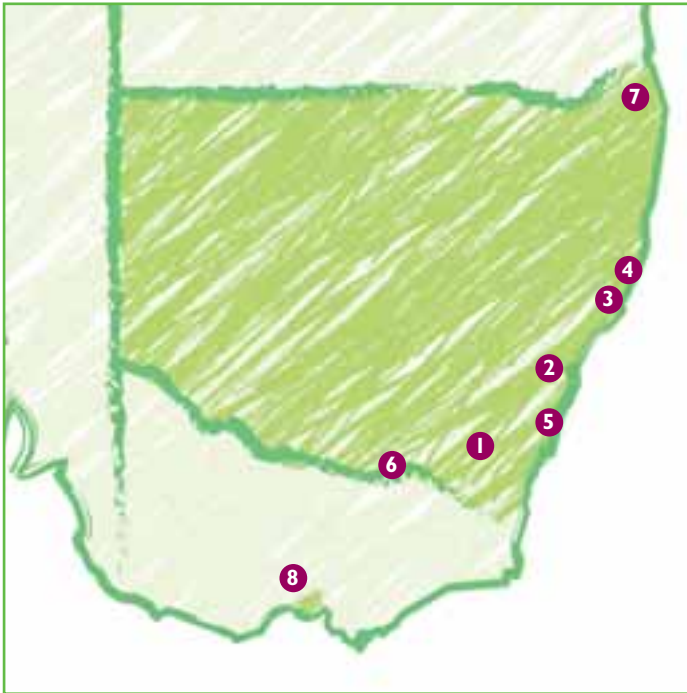
- Improve performance on Aspect's *financial sustainability* by generating surpluses
- Improve performance on *cash flow* by increasing the cash from all activities annually
- Improve performance on *net fundraising return* for strategic initiatives and to grow our funding capacity by investing in fundraising initiatives
- Improve performance on *capital expenditure management* by regularly assessing, reviewing and prioritising all capital expenditure
- Improve performance on *service priorities* by extending services regionally and by focusing on those services where Aspect has distinctive and emerging capabilities
- Improve performance on *infrastructure development* by undertaking a capital improvement program
- Improve performance on *knowledge leadership* by evaluating, researching, disseminating Aspect's work; collaborating with other knowledge leaders and providing training and professional development
- Improve performance on *collaboration with other Australian service providers* by exploring possibilities for a national alliance
- Improve performance as a *systemic advocate* in the field of ASD
- Improve performance on *reputation* by managing Aspect's reputational risk
- Improve performance on *brand* by raising the public profile of ASD and Aspect
- Improve performance on *responding to the changing environment* by responding flexibly and rapidly



## Our services

We provide services to people who have an ASD and their families from 58 locations in NSW, Victoria and the ACT.

Our services are delivered or based in the following broad geographical areas:



### ACT

- 1 Canberra (Cook)**
- Aspect Building Blocks Early Intervention

### NSW

- 2 Sydney and surrounds**

#### Bexley

- Aspect Bexley Adult Program

#### Canterbury

- Aspect Canterbury Adult Program

#### Cobbity

- Aspect Macarthur School with satellite classes in Minto, Holsworthy, Alstonville, West Hoxton and Mullumbimby

#### Forestville

- Aspect Vern Barnett School with satellite classes in Lane Cove, St Ives, Forestville, Mona Vale and Eastwood

#### Frenchs Forest

- Central Office
- Aspect Adult Programs
- Aspect Autism Infoline
- Aspect Behaviour Support
- Aspect Building Blocks Early Intervention
- Aspect Diagnostic & Assessment Service
- Autism Advisor Program in NSW
- Positive Partnerships

#### Peakhurst & Kirrawee

- Aspect South East Sydney School with satellite classes in Kareela, Menai, South Caringbah, Maroubra, Leichhardt, Surry Hills and Belfield

### Prospect

- Aspect Education & Research
- Aspect Educational Outreach
- Aspect Research

### Ryde

- Aspect Ryde Adult Program

### Wetherill Park

- Aspect Western Sydney School with satellite classes in Fairfield West, Richmond, Smithfield, Marayong, Springwood, Blacktown and Schofields

- 3 Terrigal**

- Aspect Central Coast School with satellite classes in Wamberal, Lake Munmorah, Norville, Tuggerah, Woy Woy South and East Gosford

- 4 Adamstown**

- Aspect Hunter School with satellite classes in Waratah West, Abermain, Tarro, Cardiff, Belmont, Port Macquarie and Gateshead West

- 5 Corrimal**

- Aspect South Coast School with satellite classes in North Wollongong, Fairy Meadow and Tullimbar

- 6 Albury**

- Aspect Riverina School with satellite classes in Albury and Koorinal (Wagga Wagga)

- 7 Alstonville**

- Aspect Far North Coast Centre

### VICTORIA

- 8 Melbourne (Moonee Ponds)**

- Aspect Victoria



## POSITIVE PARTNERSHIPS

Positive Partnerships has a unique place within Aspect. Created specifically to manage the Department of Employment, Education and Workplace Relations (DEEWR) funded component of the Australian Government's Helping Children with Autism (HCWA) package, Positive Partnerships has a time limited existence over a four year funding period, with a contract completion date of February 2012.

Our involvement in Positive Partnerships and significantly, our role as the lead agency of the consortium, has provided a wonderful opportunity to further develop and extend our national profile at Aspect. This has occurred at a number of levels. First, the relationship with DEEWR is a strong and positive one, and we have been very fortunate to have had consistent DEEWR staff involved from the outset; they have become real 'champions' of Positive Partnerships.

Second, the significant effort we have placed in establishing and growing collaborative relationships and processes with stakeholders from the commencement of the project, has also undoubtedly served to raise our profile.

Obviously the involvement of over 2,200 teachers and school executive and over 4,500 parents/carers nationally, along with our dedicated Positive Partnerships website and online platform with more than 18,000 registered users, has led to greater awareness about Aspect nationally.

The focus of our 2010 communication strategy was to raise the profile of Positive Partnerships through the sharing of school and parent stories. We were mentioned in at least 10 articles in local newspapers, and importantly have begun to be noticed at a state/territory and national level. National media included a recent interview on ABC Victoria's Conversation Hour and an interview on ABC Late Nights occurring late in 2010.

The work that Positive Partnerships has done to engage with parents/carers who may require specific considerations provides us with some greater insights in how best to deliver our services and support to a more diverse population in the future.

## The Professional Development Component

The delivery of the five day equivalent Professional Development program commenced in November 2008 and, as at the end of 2010, 65 workshops were completed nationally for 2,229 school staff (classroom teachers and leadership / school executive).

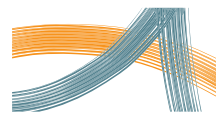
The vast majority of participants considered the presentations convincing and well-grounded and participants rated their knowledge on ASDs and their abilities and skills higher at post workshop than pre workshop.

## Parent/carer Program

In 2010, Positive Partnerships delivered 57 workshops and information sessions for 1,833 parents/carers, bringing the total number of workshops conducted since the program began in November 2008 to 138 (4,530 parents/carers). In 2011 at least another 13 two day workshops and information sessions will be delivered nationally along with a new one day parent/carer program.

The majority of participants attending the Parent/Carer workshop program (81.9% - 89.8%) showed very high levels of satisfaction (rated either 4 or 5). The vast majority of participants felt the workshops and information sessions matched their expectations.

## Australian Advisory Board on Autism Spectrum Disorders



### Australian Advisory Board on Autism Spectrum Disorders

We are proud to be involved with the work of the Australian Advisory Board on Autism Spectrum Disorders, the national peak body representing people who have an ASD, their families, carers and helpers. Through its member organisations, including Aspect, the Advisory Board represents over 25,000 people who live with an ASD and who are themselves members of, or who obtain services from, the Advisory Board's member organisations. There are many more people who have an ASD (often accompanying other conditions) but whose needs are met either privately or through other disability programs.

The focus of the Advisory Board is working with the Australian Government to develop appropriate policies for the people we represent, disseminating information about ASDs and working with the Australian ASD community to build skills.

We are represented on the Australian Advisory Board on Autism Spectrum Disorders by our CEO, Adrian Ford, who is the Board's Treasurer, Secretary and a former Chairperson.

### ACN 085 018 408 2010 ANNUAL GENERAL MEETING CHAIRPERSON'S REPORT FOR THE FINANCIAL YEAR 2009-10

The Australian Advisory Board on Autism Spectrum Disorders has continued to develop as the national peak body providing strategic advice to the Australian Government on the issues affecting people with an autism spectrum disorder (ASD) and their families. It has been a significant year for the Advisory Board. We are very reliant on the commitment of our directors and member organisations to ensure that the organisation continues to progress. It is important to recognise that valued contribution of all Board members who bring a range of skills to their governance roles and responsibilities. They have operated in a focused manner, ensuring a clear concentration on the strategic objectives. The 2009-10 financial year has seen some great accomplishments for the Advisory Board.



Funding made available by the Australian Government via the member organisations enabled the Board to develop a proposal to establish a National ASD Register. Consultations were conducted across Australia with diagnosticians, State and Federal government departments, researchers and the state/territory autism associations. A final proposal was submitted at the end of September 2009 and development work has continued in collaboration with the Australian Government Department of Families, Housing, Community Services and Indigenous Affairs and the Australian Institute of Health and Welfare. Three members of the Advisory Board have been invited to operate in an advisory capacity in relation to the proof of concept and feasibility stage of this vital piece of work.

During the reporting period, the first Asia Pacific Autism Conference 2009 (APAC 09) was held in Sydney from 20 – 22 August. With the theme of “*Connecting Today – Inspiring Tomorrow*”, it was co-sponsored by the Australian Advisory Board on Autism Spectrum Disorders and Autism Spectrum Australia (Aspect). 1600 participants attended this highly successful three day conference. A major outcome for the Advisory Board has been a share in the surplus generated by the conference activities, supporting a longer term goal that ensure ongoing sustainability and viability. Further, APAC 09 formed the foundation for establishing and enhancing links that assist in building capacity of ASD communities and leadership across the Asia Pacific. The Board recognises APAC as a core activity in the future and is working collaboratively to ensure a successful APAC 11 to be held in Perth, Western Australia in September 2011. Planning is also underway for APAC 13 to be held in Adelaide, South Australia.

The Board has continued to focus on the development of position papers to provide strategic advice to Government and has liaised effectively with senior staff in various Government departments, Ministerial advisory staff and direct meetings with Ministers. Particular focus has been on advancing the needs of students with ASD within the education sector.

In April 2010, as part of the Autism Month activities across Australia, the Australian Advisory Board on Autism Spectrum Disorders launched a National position paper on “The provision of appropriate educational services for school-age students with Autism Spectrum Disorders in Australia” at the National Disability Summit. The paper calls for educational services for school-aged Australian children and adolescents with an Autism Spectrum Disorder (ASD) that are governed by the following principles:

- Every child and adolescent with an ASD should have access to an educational service appropriate to his/her needs
- All government and non-government educational sectors should provide educational services that cater to the needs of children and adolescents with an ASD
- Educational services must be responsive to all children and adolescents across the autism spectrum

- There should be a range of educational services for children and adolescents with an ASD
- Educational services must address the students’ needs in communication, social skills, learning, sensory issues and behaviour and include family involvement
- Increased provision of teacher education and training to improve the capacity of educational services to provide for students with an ASD
- Educational services are based on sound evidence and quality indicators
- Following an application for service, enrolments should proceed in a timely manner to ensure students with ASD access appropriate educational services as soon as possible.

The paper has been an excellent resource in informing both State and Commonwealth Governments of the educational needs of students on the spectrum. The Board recognises the significant work undertaken by Dr Trevor Clark from Aspect in the development of this paper:

A joint planning session was conducted in May 2010 with the Australian Government Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA). The focus of this session was to undertake a strategic review of the Helping Children with Autism (HCWA) initiative to identify and implement opportunities for the program to enhance outcomes for families and children, ensure effective synergies between program areas, build greater capacity for service responses and maximise resource utilisation. A range of issues were addressed including the role of Autism Advisors, quality monitoring of service providers, the HCWA funding model and the interface between State and Commonwealth Governments.

Throughout the reporting period, the Board also had opportunity to forge relationships with the Adam Scott Foundation to develop the Autism Grants Program. This program is designed to provide young people living with an ASD with access to Apple iPads and their innovative, ASD-specific applications. The Board recognises the significant work undertaken by Penny Beeston (CEO, Autism Queensland) in developing the partnership with the Adam Scott Foundation. It is anticipated that the Foundation will provide for two rounds of these grants annually, with applications first being accepted from November 2010.

As we look forward to the new financial year, there are a number of considerations for the Board. Although there has been confirmation that HCWA will continue, the outcomes of the federal election will see an expanded program in operation for more children with disabilities (ie deafness or hearing impairment, blindness or vision impairment, cerebral palsy, Down Syndrome, Fragile X Syndrome). The Board will seek to have an active role in the provision of advice to Government in relation to this initiative.

The outcomes of the federal election has also resulted in a change of key Ministerial responsibilities. The Board has developed a draft proposal to submit to Government to investigate the service needs of adults and is keen to progress this initiative.

The Board will also focus on the outcomes of the Productivity Commission's inquiry into a national disability support and care scheme.

In completing my first Chairperson report, I want to thank all members of the Board for their contribution to the Australian Advisory Board on Autism Spectrum Disorders. Upon reflection, it has been a significant year for the Board. We have been successful in increasing revenue, generating new initiatives, providing strategic advice and building relationships to support the Autism Spectrum community. However, across Australia, our ongoing challenge is to ensure that the Board provides effective advice and advocacy to ensure that quality services continue to be developed to meet the sustained and growing demand.

**Jon Martin**  
Chairperson

## Our people and partners

### DONORS AND SUPPORTERS

We would like to thank each and every one of our supporters. Without your support, we simply could not provide many of the life changing services we offer to people with autism and their families.



In this report, we have been able to mention a few by name but we also extend our warmest thanks to each and every person who has given so generously in 2010 – either for the first time or as part of many years of support for Aspect and the people we help.

Some highlights for 2010 included:

- The number of people supporting us by making a donation more than trebled in 2010. This is due to the success of our new initiatives to attract new donors and the growth in community fundraising.
- Our Spectrum Friends group made up of people who give to Aspect fortnightly or monthly grew by 30%.
- 246 individuals and groups fundraised for Aspect – trekking Peru, taking part in Drawtism, running, walking or swimming for Aspect, and holding events.



- 28 registered clubs supported us with Community Development Support Expenditure funding.
- We were privileged to receive significant support from 25 trusts and foundations and 15 companies.
- David Epper and his team at Accident & Health successfully ran the 10th annual Celebrity Golf Day.
- Peter and Andrea Werner helped us ensure Comedy Night was another fantastic event with record attendances in 2010.
- The Parents & Friends groups provided tremendous support to all of our schools.
- We were indebted to the people whose bequests we realised in 2010 for their generous foresight and for the ongoing difference they have made to people with autism.
- We welcomed new members to our Acacia Circle; a special group of valued supporters who have confirmed their intention to leave a bequest to Aspect in their wills.

We look forward to working with our existing supporters in 2011 and beyond, as well as building on the success of our program to attract new donors. We will be exploring some specific opportunities that arise now that Aspect services in Victoria have been established and supporting the project to build a brand new school in the Hunter region. The coming years will see us continue to meet the challenge of building on our 2010 success in fundraising to ensure Aspect can continue to provide much needed services to help create a brighter future for people who have an autism spectrum disorder.



## Thank you to our supporters

### ASPECT LEGACIES

Estate of Arthur Frederick Hughes  
Estate of Beryl Joyce Sheridan

### ASPECT BENEFACTORS

2CH Massey Park Social Golf Club  
George Andrews (Aspect Life Member)  
Accident & Health International  
ASX Thomson Reuters Charity Foundation  
Cabra-Vale Diggers  
Canterbury Hurlstone Park RSL Club Ltd  
Horrie Cox  
De Bortoli Wines  
Dee Why RSL Club Ltd  
John Doyle AM  
Energy Australia  
David Epper (Aspect Life Governor)  
Megan Epper  
Estate of Kathleen Breen  
Fairbridge Foundation  
Forestville RSL Club Limited  
Frock On  
Golden Stave Foundation  
Goldman Sachs JBWere Foundation  
Inner Wheel Club of Wollongong Inc  
Kenneth & Peter Gibbs Foundation  
Liangrove Foundation Pty Ltd  
Man Investments Australia Limited  
Mounties Group  
NSW Masonic Auxiliary  
Optus Pty Ltd  
Kathleen Pigram (Aspect Life Member)  
Ramm Botanicals Pty Ltd  
Rotary Club of Wetherill Park  
St George Foundation  
Sydney Water Corporation  
The Bluesand Foundation  
The Primary Club of Australia Inc  
The R A Gale Foundation  
Tudor Foundation Inc  
Vinta Group Pty Ltd  
Andrea Werner (Aspect Life Member)  
Peter Werner (Aspect Life Governor)  
Woodend Foundation

### ASPECT FELLOWS

Albury Day Surgery Pty Ltd  
Allianz  
AMP Foundation  
Steven R Anderson  
Andrew Taylor Management  
Anne Arnott  
Simone E Arnott  
T Arrivoli  
Artarmon Masonic Hall Company  
Athanase Yenibis Foundation

Anne Athanasi  
Australian Poker Hero  
Autotech Engineering  
Avondale Golf Club Limited  
AXE Group  
Maxine Baird  
Baird Real Estate  
Ballina Bowling & Recreation Club  
Ballina RSL Club  
Peter Banks  
Ian Barnett (Aspect Life Governor)  
Margaret Barrett  
Rita Battye  
John R Baxter  
Patricia Bell  
Belmont 16 Foot Sailing Club Ltd  
David Bennett AC QC  
Hazel Berecra  
I Bitel  
Peter J Black  
A Boerkamp  
Donna Boughton  
Angus Boyd  
Penny Bristow  
Robert Brown  
Frank Buck  
Budget Petrol Kogarah  
Marc Buman  
Georgina Bunt  
Belinda Bussell  
Bruce Caithness  
D M Campbell  
Campbelltown Catholic Club  
David Cantor  
Verne Caradus  
John Carrick AC KCMG  
Mona Carson  
Cessnock Rugby League Supporters Club Ltd  
CGU Insurance  
Timothy Chambers  
Wai Fong Jacqueline Chan  
Margaret Channon  
Jennifer Chapman  
Chester Hill – Carramar RSL Club  
Ayaz Chowdhury  
John & Lynne Church  
Church & Grace  
City of Ryde  
Trevor Clark  
A Clarke  
Dorothy Clarke  
Commercial Central  
Commercial Club Albury Ltd  
Commercial Design Consolidated (NSW) Pty Limited  
Margaret A Conway-Mann  
Corrimal Uniting Church Op Shop

Michael C Coventry  
Geoffrey Cowell  
Len W Cox  
Margaret Cox  
Betty Crouch  
J C Crow (Life Member)  
Ian Cull  
Barbara Cummins  
Joaquim Da Silva  
Sonja Daly  
Brian Davies  
Joan Davies  
Lois Dawson  
Steve & Sarah Day  
Delta Sigma Delta Fraternity  
Denistone East Solo Group  
Barry Densley  
D J Derry  
P & M Devlin  
Sue Dodd  
Pamela Douglas  
John Dowd AO QC  
David Down  
Patrick Druery  
Surendra Kumar Dubey  
John Duckworth  
O Dunk  
Dynamiq  
Earlwood-Bardwell Park RSL Club Ltd  
Susan Edmondson  
Walter Einstein  
Elisabeth Murdoch Trust  
Don Elliott  
Enrizen Financial Group  
Epping Quilters  
Epping War Widows Association  
Ernst & Young  
Bruce N Etheridge  
Christine Evans  
J O Fairfax  
Far North Coast Law Society Inc  
J Favalaro  
Alessia & Joe Figliano  
Michelle Finlay  
Finn Foster APB Pty Ltd  
Stephen Fitzgerald  
Judith Fitz-Henry  
L M Foote  
Adrian Ford  
Peter Ford  
Joseph Francis  
Fraternity Women's Bowling Club  
N Frow  
Debbie Gee  
Jamie Gilmore  
Givaudan Australia Pty Ltd  
Gladesville-Hornsby Football Association

Gloria Jeans Figtree  
L Glynn  
K Goodsell  
Goodwin Financial Services  
Gary D Gould  
Dani Graczyk  
Grant Thornton  
Chris Grant-Foster  
P J Gregory  
E Greig  
M Greig  
Giovanni Gulli  
Roger Gurr  
Annette Guterres  
Guy Carpenter  
Richard Halliday  
Bruce Hamilton  
Jim Harding  
Robyn Harris  
Harris Friedman Hyde Page  
Janet L Harrison  
Leteesha Hartcher  
Julie Hawkins  
Leonie Hayne  
Douglas Haynes  
T & A Henderson  
Henning Family Foundation  
Brendan M Heslin  
Meinawati Hidayat  
Linda Hillier  
Richard W Hodder  
Rodney G Holzwart  
Patricia Hookham  
George M Host  
Lynette Howard  
Esme Howitt  
Nancy Hunt  
Peter Hunt  
Terence Hunt  
Hunterpac  
D Hurwood  
Geoffrey A Hyde  
Illawarra Catholic Club Ltd  
Illawarra Police Charity Ball  
Industrial Galvanizers Corporation Pty Ltd  
Louella Israel  
ITC  
ITW Proline  
J A Wales Pty Ltd  
David Jackett  
Claire James  
Jardine Lloyd Thompson  
Kara Jeffree  
Brian A Johnson  
Ellen Johnson  
Gwen Johnson  
Barry Johnston

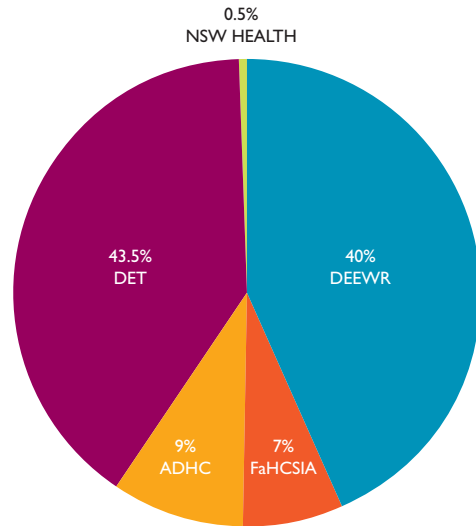


Patrick M Jones	Pat & Joan Murphy	Ryde City Womens Bowling Club	Kylie Turkeli
Shirley Jones	Robert Murphy	Ryde-Eastwood Leagues Club	James Turner
Peter & Margaret Kaill	W J Murphy	Zena Sachs	Tweed Heads Bowls Club
David Karwarz	Mary Nelmes	Nick Sallustio	University of Wollongong
George & Carla Kazzi	Glenn Newell	Timothy J Savage	Rene Vandervaere
Kemp Strang	Margaret Newton	Maurice Saxby	Judith Vipond
Noelene Kennon	Malcolm Nicklin	Daphne E Scott	Audrey Waller
Kiama Leagues Club	Ronald Nicolle	Margaret Scott	Sharon Waterhouse
Kilkenny Association of NSW	Cornelis Nieuwendyk	Scott & Broad Pty	Irene W Watkins
Sylvia Klineberg	North Ryde RSL Community Club	Annie Selman	H Werner
Knights Allan St Ruth	Oasis Australasia	Shead Property	West End Pharmacy
Annuity Fund	Kiaran F O'Callaghan	Robert Shield	West Engadine Pharmacy
KPMG	I Oliver	S Silvanian	James & Marian Weston
Nathalie Kulakowski	Omega Smeg	R M Simms	Wests Ashfield Leagues Club Ltd
S G Kurtz	Colin O'Neil	W Sinclair	Anne Whatmore
Peter Langford	Pauline Ongley	Peter L Skinner	Susan Whisker
Joan Langley	Davina Owens	Betty Slack	Pamela Whitehead
James P Lapthorne	Armando J Papallo	SLE Worldwide	Cedric Whitehouse
Myra Lee	Parramatta Leagues Club	Robert A Small	Terence L Williams
Brenda Leece	Katalin Paulik	Ernest Smith	Michael Willis
Lions Club of Engadine	Zoe Paull	J P Smith	Alan Wilson
Gary Lord	Olive Pearse	Jennifer Smith	Derek Wilson
Harry C Loughnan	Robert Pesavento (Life Member)	Smyth Estate Agents	Jennifer Wilson
Shi Ming Luo	Petersham RSL Club Limited	Society Providing Services for Neglected or Needy Children	Neil R Windle
Edna G Lyle	Gordon A Phillips	Southern Districts Soccer Associations	M R Witten
M M Macarthur	Greig Pickhaver	Barbara Spode	Wollongong RSL Bowling Club Limited
Macquarie Group Foundation	Noel & Anthea Pilcher	Ian Spring	John R Woodman
MAFIP Broking Pty Ltd	PinPoint Pty Ltd	Lynne Spring	Woonona Womens Bowling Club
Helle L Margetson	Pittwater RSL Club Limited	R Sproule	Douglas R Wylie
Eduardo Marmolejo	Richard Plummer	St George League's Club Limited	Rob A Yeates
Maroubra Seals Sports & Community Club	Frances Polito	David Starte	Jenny Young
Marsh Pty Ltd	S Poole	Steadfast Group Ltd	Victor Zeitoun
M Martin	Port Waratah Coal Services	Mike & Kathy Stein	
Fiona Matthews	John Porter	Stephens Tilley	
Yvette Mavrothalassitis	Thomas Powell	Valma Steward	
Jean Mayhew	Prime Lawyers Pty Ltd	David & Carol Stiles	
McCabe Terrill Lawyers	Quota International of the Leisure Coast Inc	Rod Stiles	
Therese McGee	Matthew Raad	Strathearn Insurance Brokers Pty Ltd	
Elizabeth McKeand	RBA Bathroom Products	Allan Sturgess	
A McKern	Redback Conferencing	G R Sutton	
Anne McMullen	Pamela Reisner	Claudine Swiatek	
James P McNeice	Patricia Richardson	Vanessa Swilks	
Margaret McWilliam	Ritchies Stores Pty Ltd	Carina & Greg Tanna	
Robert W Meek	Riverina Australian Rules Club	Alastair J Taylor	
I Mensdorff-Pouilly	D K Robbins (Life Member)	K Taylor	
Michael and Mary Whelan Trust	Katharine Roberts	M R Taylor	
Richard Miles	Marie Robertson	Terrigal Walk & Talk Group	
J P Miller	Rockend	The Ahepa Foundation Inc	
A Milston	Jeanne Rockey AM	The Good Guys Bankstown	
Judith Mitchell	Marie Rooke	The Good Guys Warrawong	
MLC Community Foundation	Rotary Club of Drummoyne	The Stephen Wiltshire Gallery	
R & J Monaghan	Rotary Club of Terrigal	Martin Thow	
Anya Moore	Rotary Club of Wollongong Inc	Peter Touma	
Moose Enterprise	Wollongong Wings	Raymond Touma	
Anthony Moulton	Rotary Club of Wollongong South	Trinity Grammar School	
Mt Beulah Chapter No. 5	Geoff Rowley	Elizabeth Truman	
Peter J Mugford	Wendy Russell	Trust Foundation	

## GOVERNMENT FUNDING PARTNERS

The Australian and NSW State Governments provide the majority of our funding. This support is instrumental in sustaining the comprehensive and essential services we provide to people with an autism spectrum disorder, their families and communities.

Below is a list of the government agencies that provide us with support at Aspect. On behalf of the autism community: thank you for your continued confidence and belief in the work we do.



	2010 \$M
Australian Government Department of Employment, Education and Workplace Relations (DEEWR)	
Positive Partnerships	7.76
Capital Projects	3.56
Recurring School Funding	7.84
Australian Government Department of Families, Housing, Community Services & Indigenous Affairs (FaHCSIA)	3.05
Ageing, Disability and Home Care, NSW Department of Family and Community Services (ADHC)	3.95
NSW Department of Education & Training (DET)	17.33
NSW Department of Health (NSW HEALTH)	0.22
<b>Total</b>	<b>43.71</b>





## Our staff and volunteers

Our people are our most valuable assets at Aspect. We rely on the professionalism, dedication and commitment to high service standards of all of our staff. We also recognise that volunteers play an integral role in extending and enriching the delivery of services for people with an autism spectrum disorder.

In 2010, we had about 640 staff supported by a staggering 370 volunteers; all dedicated to making a difference to the lives of others.

## Staff Long Service Awards

The following staff reached long service milestones as at 31 March 2011:

### 10 years

- Susan Anderson
- Adrian Ford
- David Renneberg
- James Whiting
- Joseph Cassar
- Pam Lea
- Ann Rogers

### 20 years

- Lynie Canillas
- Jane Cotter

### 25 years

- Elizabeth Gadek
- Elaine Keane

## Conference presentations

During 2010 the following staff made presentations at external conferences and events:

- **Craig Smith** - Catholic Education Office Campbelltown- Increasing student goal attainment through the use of interactive whiteboard technology.
- **Katrina Kemp** – ECICP Early Childhood Conference and showcase
- **Dr Debra Costley** – International Meeting for Autism Researchers (IMFAR), Philadelphia, May 2010; Tasmanian Whole of Government ASD Service Planning July 2010.

- **Dr Trevor Clark** – Singapore Autism Resource Centre WeCAN Learning Congress, May 2010; New Zealand National Autism Conference, September 2010.

## Staff on external Committees

The following staff were involved in external committees as at 31 December 2010:

- **Adrian Ford**, Chief Executive Officer, Chairperson of the NSW Expert Advisory Committee for Children & Young People with a Disability and their Families auspiced by Ageing, Disability and HomeCare, an agency of Family & Community Services, and Elected Member of the NSW State Committee of National Disability Services
- **Dr Trevor Clark**, Director, Aspect Education & Research – National Independent Special Schools Association (NISSA).
- **Dr Debra Costley**, General Manager, Educational Development & Research - Australasian Evaluation Society & International Reader for ARC, Discovery Grants; NISSA.
- **Elizabeth Gadek**, Director, Schools – Chair NISSA.
- **Pam Lea**, Principal, Aspect Vern Barnett School – Deputy Chair of NISSA.
- **Giovanni Gulli**, Principal, Aspect Western Sydney School – NISSA Secretary.
- **Janet Millhouse**, Principal, Aspect Central Coast School – NISSA.
- **Rowena Perritt**, Principal, Aspect South East Sydney School – NISSA.
- **Catherine Thompson**, Aspect Western Sydney School – NISSA.
- **Bruce Rowles**, Aspect South Coast School – NISSA, Board for Interchange, Council for People with Disabilities in the Diocese of Wollongong.
- **Liz Murray**, Principal, Aspect Hunter School – NISSA, Newcastle University Special Education Centre Advisory Board, Hunter Joint Training Consortium Initiative.
- **Mark Durie**, Coordinator, Aspect Hunter School - Hunter Joint Training Consortium Initiative.
- **Katrina Kemp**, Coordinator, Aspect Hunter School – First Chance (Newcastle University) Advisory Board, Early Childhood Intervention Coordination Program, Early Intervention Service Coordination Agency.
- **Haty Mehmet**, Aspect South Coast School - ICECP Illawarra Committee.





## Elizabeth Hoyles Fellowship

Each year, we award the Elizabeth Hoyles Fellowship, named after a former teacher at the Aspect Vern Barnett School, to one of our staff members, for research or a project which will benefit Aspect or the broader ASD community. In 2010, Kristy Logan, a teacher from the new Aspect Riverina School who is also a qualified speech pathologist, was awarded the Aspect 2010 Elizabeth Hoyles Fellowship for a research project aimed at improving the communication skills of primary school students with an autism spectrum disorder (ASD). The project centred around the students using a program on an iPad called Proloquo2go.

## Governance

### Board of Directors

**Keith Perkin**, [Board Chair] B.Bus, CPA, is the CEO of Big Brothers Big Sisters Australia Limited. Keith has an extensive commercial background primarily in the fields of management and marketing, having held senior positions at BP, Dymocks and Retravision. He joined the Board in 2004 and is a member of the Finance & Audit Committee and the Nominations and Remuneration Committee. Keith is a Member-elected Director.

**Robert Pesavento**, [Deputy Board Chair] is the General Manager, Consumer Operations, with SingTel Optus Pty Limited. Robert is the father of a son with an autism spectrum disorder. He joined the Board in 1999 and chairs the Client Services Committee. Robert is a Life Member of Aspect and a Member-elected Director.

**Robert J. Brown**, [Honorary Treasurer] B.Sc., M.A., Grad. Dip. Applied Finance, is a principal of Alford Brown & Associates. Rob has previously held senior executive roles in financial services, including with Westpac and the Commonwealth Bank; and is experienced in the governance of not-for-profit organisations. He has a personal interest in special education and the needs of children with learning

difficulties. Rob joined the Board in June 2008 and chairs the Finance & Audit Committee. Rob is a Member-elected Director.

**Henry Capra**, (B.Ec., ACA) is the Chief Operating Officer at BlackRock. Henry has more than 22 years of senior management and finance experience in the financial services industry. He has held senior positions at AMP Capital, Colonial First State Investments, BNP Paribas Asset Management and Barclays Global Investors after commencing his career with chartered accountants KPMG. Henry joined the Board in December 2010 as a Board-elected Director and is a member of the Finance and Audit Committee.

**David Epper**, A.N.Z.I.I.P. (Senior Assoc), is the Managing Director of Accident and Health International Underwriting Pty Ltd and is also a Board member of SLE Holdings Pty Ltd and Dynamiq Pty Limited. He has extensive insurance industry experience, specialising in Accident and Health. David has a son with an autism spectrum disorder. He joined the Board in 2001 and is a Life Governor of Aspect. David is a Member-elected Director.

**David Foster**, B.E., F.I.E. (Aust), is a retired engineer with management experience at Pacific Power. David has an adult son with autism. He is particularly interested in services for adults and also convenes a group associated with the Norton Road Specialist Supported Living Village. David joined the Board in 1975, is a member of the Finance & Audit Committee and represents the Board on the Corporate Risk Management Committee. He is a Life Governor of Aspect and a Member-elected Director.

**Jonathan Harris**, LLB, is a lawyer, specialist in Business Law and the Managing Partner of Harris Freidman Lawyers. As the parent of a young adult old son with autism, Jonathan is very interested in estate planning issues for families with a member who has a disability, and post school options for people with autism. Jonathan, who was a Member-elected Director since 1996, resigned from the Board in March 2010.

**Julie Hamblin**, B.A., LL.B (Hons) (Syd), LL.M (McGill), is a partner of HWL Ebsworth, providing specialised legal and policy advice to the health sector. She also manages the firm's pro bono program. She has served on numerous government and non-government advisory bodies including international work with the UN on HIV policy. Julie is a Director of Plan International Australia. She joined the Board in April 2010 and is a Member of the Client Services Committee. Julie is a Member-elected Director.

**Ian Joseph**, B.Bus, Grad Dip Ed, FAMI, AFAIM, is Head of Strategy – Service and Sales, with Regional and Agribusiness Banking at the Commonwealth Bank. Ian and his family care for his sister, Sara, who has an autism spectrum disorder. With the knowledge gained over Sara's life, Ian is well positioned to appreciate what it takes to care for a person over an extended period of time. Ian joined the Board in March 2011, and is a Board-elected Director.



**Malcolm McEwen**, B.Bus., M.Bus., is an executive search and selection consultant with Carmichael Fisher. Malcolm is the father of a child with an autism spectrum disorder. He joined the Board in 2004, is a member of the Nominations & Remuneration Committee and the Research Committee. He was also previously a member of the Finance & Audit Committee. Malcolm is a Member-elected Director.

**Dr David Starte**, M.B.B.S., M.R.C.P.(UK), F.R.A.C.P., is the Service Director of the Royal North Shore Hospital's Child Development Service, and a Clinical Associate Lecturer in the Department of Paediatrics and Child Health, School of Medicine, University of Sydney. His interests include development paediatrics, including autism spectrum disorders, attention deficit hyperactivity disorder, and audiology. David joined the Board in 2004 and chairs the Research Committee. David is a Member-elected Director.

**Peter Werner**, B.Comm., is an executive search consultant and a Director of Richfield Consulting and Carbon Careers. He has previously worked in the banking industry with BT Australia and Citibank. Peter is the father of a child with an autism spectrum disorder. He joined the Board in 2001, and chairs the Nominations & Remuneration Committee. Peter is a Life Governor of Aspect, a former Board Chair and is a Member-elected Director.

**Jeanie Young** (known as Jenny), B.Bus., is Executive Director, NBN Transition at Telstra Corporation Limited. She has held senior marketing positions for Unilever, Lion Nathan, Pepsi and Telstra, and has worked in New Zealand, the United Kingdom and Australia. Jenny has a son with an autism spectrum disorder. She joined the Board in March 2010 and is a Member-elected Director. Jenny is a member of the Client Services Committee and Finance & Audit Committee.

## Executive

**Adrian Ford** – Chief Executive Officer & Company Secretary, B Soc Stud, FAICD. Adrian was previously Deputy Chief Executive Officer of The Benevolent Society and the National Coordinator of the Kids First Foundation. He is the Treasurer, Secretary and former Chair of the Australian Advisory Board on Autism Spectrum Disorders and the Chairperson of the NSW Dept of Ageing, Disability & Home Care Expert Advisory Group on Children and Young People with a Disability & their Families. He is a former Chairperson of the NSW Child Protection Council and the Association of Children's Welfare Agencies. He has worked both in Australia and Great Britain in community services and has specialised in management of these services over the past 30 years.

**Mark Schlosser** – Director, Community Services & People. Mark was previously the Chief Executive Officer of JewishCare. Other roles he has held include Deputy General Manager and Acting General Manager of the Home Care Service of NSW and a Director of Silver Circle Home Support Services.

**Dr Trevor Clark** – Director, Education & Research. Trevor is a special educator with a comprehensive knowledge of educational programs and service provision for students with ASDs and over seventeen years experience in New Zealand, England and Australia. During his 14 years with Aspect he has been a teacher, principal of four schools and acting Director, Services. Trevor completed his doctorate in autism in 2001 at UNSW, including a curriculum designed to make functional use of savant and splinter skills (strengths and interests) in children with ASDs.

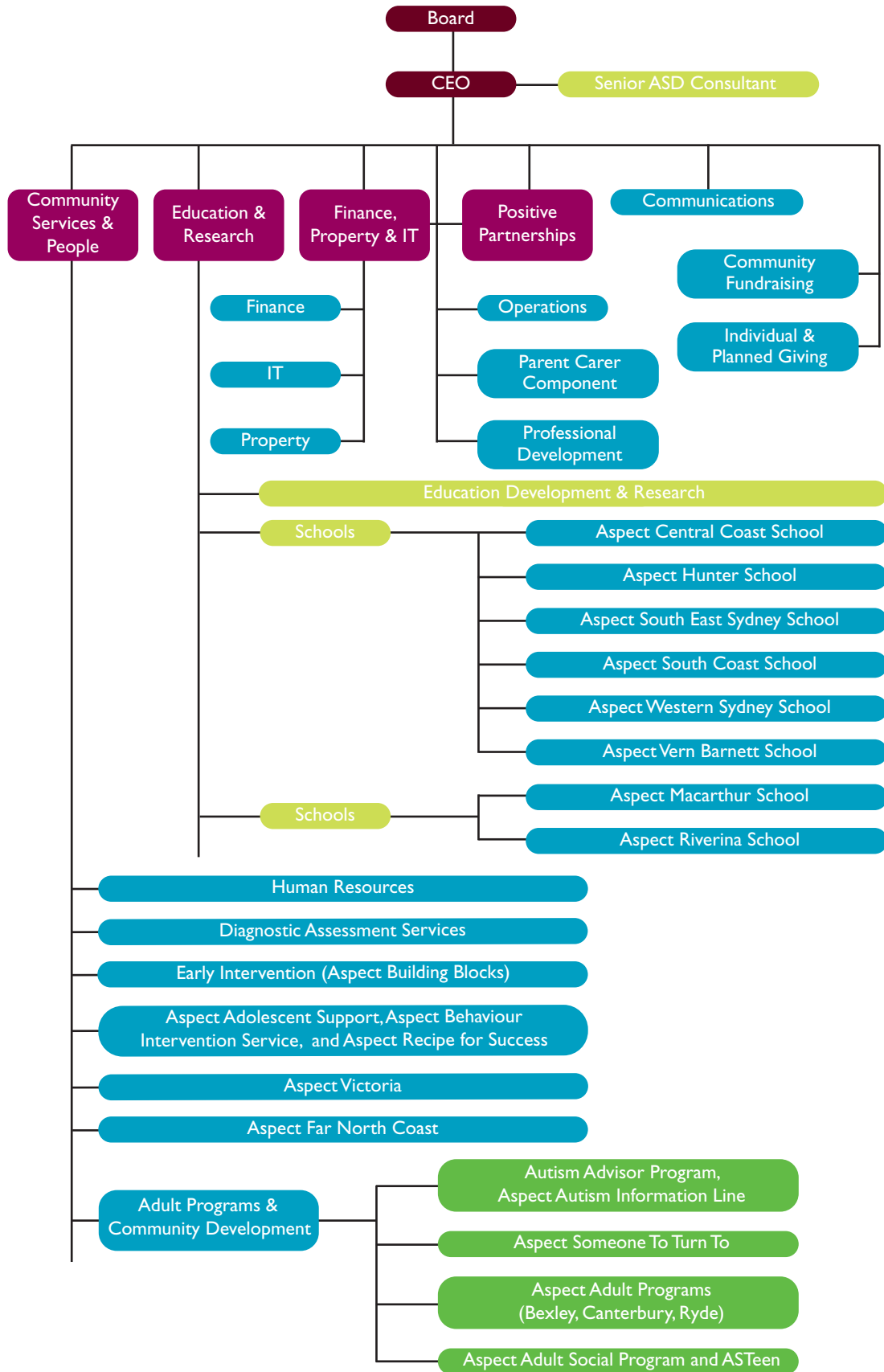
**Julie Hook** – Director, Positive Partnerships. Julie has worked in the disability / special education field for over 26 years, in a range of roles including classroom teacher, school principal, consultant and manager of a state wide team responsible for supporting schools to meet the needs of students with high and complex support needs. Julie has worked in all three education sectors –state, catholic and independent and has also worked in the university sector at an undergraduate and post graduate level.

**David Renneberg** – Director, Finance, Property & IT, B.Bus (UTS) majoring in Finance and Economics. Prior to commencing with Aspect in 2000, David worked in various accounting roles at the University of Sydney, Marrickville Council and The Benevolent Society. David is a member of the A.S.C.P.A., achieving CPA status in 1999.



## Autism Spectrum Australia (Aspect) organisation chart

(as at 30 April 2011)



**Key:** CEO / Board Member of the Executive General Manager / Senior Consultant Manager Co-ordinator



## GOVERNANCE STATEMENT

The Board of the Autism Spectrum Australia (Aspect) applies a sound governance framework to the conduct of the Board. This framework is applied throughout Aspect, reflecting the belief that any shortcomings in governance could jeopardise Aspect's reputation and its ability to fulfil its obligations to people with an autism spectrum disorder (ASD) and their families, carers or guardians.

This statement sets out the principles the Board adopts to ensure the long-term health and prosperity of Aspect. It provides an overall governance framework and identifies the respective roles and responsibilities of the Board and management in setting the strategy and direction of Aspect and in managing and controlling the organisation.

*Our corporate governance statement was originally approved by the Board on 30 August 2006. It was updated on 30 April 2007, 21 August 2007, 10 September 2008, 30 April 2009, 17 May 2010 and 4 August 2010 to include any administrative or Board-approved changes.*

*The version we have reproduced here was approved by the Board on 8 September 2010.*

### THE BOARD

#### Role of the Board

The Board of Directors exercises the powers vested in it by the Corporations Act 2001, and Aspect's Constitution and Regulations.

The Board charts the direction of Aspect and monitors management's performance on behalf of Aspect's members and other stakeholders mentioned in the introduction. It accomplishes this by:

- ensuring a skilled, effective and diverse Board with appropriate operating standards and procedures
- appointing, supporting, delegating to, evaluating and remunerating the Chief Executive Officer and providing for a management succession plan;
- setting the vision, and agreeing the strategic direction and objectives of Aspect with management;
- ensuring resources are available to achieve its goals by developing with management and approving Aspect's Strategic Plan, from which is developed its annual Action Plan and budget, and by regular monitoring of performance using the Corporate Score Card against these plans and the operating and capital budgets;
- advising, approving and monitoring management's activities and performance to ensure the Strategic Plan is being met;
- ensuring a risk management framework is in place to identify and manage those risks that threaten the reputation, earnings, assets and the basic capacity of Aspect;
- approving appropriate policies, guidelines and procedures and ensuring there is a compliance process in place to monitor adherence;

- ensuring the integrity of internal controls for financial and management information systems;
- maintaining adequate personal liability insurance for current and past Directors, and
- ensuring Aspect's activities are conducted ethically and transparently.

The authorities retained by the Board are:

- the appointment, evaluation and remuneration of the Chief Executive Officer
- material transactions not in the ordinary course of business;
- the approval of the Strategic Plan and the operating and capital budgets;
- the approval of changes to the vision, mission and values;
- Aspect's regulations;
- approval of the statutory accounts including the Directors' report;
- insurance policy renewals for Directors and Officers insurance; and
- ensuring appropriate performance of, and undertaking ongoing due diligence with, the external auditors.

Aspect's activities are regulated by the Corporations Act 2001 and other state and federal laws as applicable.

#### Role of Management

The Board delegates responsibility for day-to-day management of Aspect's activities to the Chief Executive Officer. Primarily the Chief Executive Officer is responsible for the implementing the Strategic Plan approved by the Board.

The Chief Executive Officer is appointed by the Board.

Contractual, remuneration and other matters related to the Chief Executive Officer's appointment are reviewed by the Nomination & Remuneration Committee. The Board Chair is the Board's principal formal contact with the Chief Executive Officer; however the Chief Executive Officer has unrestricted access to all Board Members and vice versa. The Chief Executive Officer leads the Executive.

The Executive comprises:

- Chief Executive Officer
- Director, Community Services & People
- Director, Education & Research
- Director, Finance, Property & IT
- Director, Positive Partnerships

#### The Office Bearers of the Board

The Board elects annually the Board Chair and the other office bearers of Aspect as set out in the Constitution.



## Role of the Board Chair

The main internal tasks of the Board Chair are to:

- lead the Board and facilitate Board meetings;
- ensure the Board is focused on achieving the vision, mission and strategic goals of Aspect;
- ensure that no one has excessive influence;
- maintain a professional working relationship and be the Board's formal point of contact with the Chief Executive Officer;
- set the agenda for each Board meeting in conjunction with the Chief Executive Officer;
- ensure the Board carries out appropriate assessments of Board performance, and
- ensure meetings are conducted effectively and that the minutes are signed as a true and correct record.

The main external tasks of the Board Chair are to:

- represent the Board and Aspect, as appropriate, to its various stakeholders;
- act as a spokesperson, where appropriate, in conjunction with the Chief Executive Officer; and
- chair its legally required annual and other general meetings.

## Role of the Deputy Board Chair

The role of the Deputy Board Chair is to act for the Board Chair in his or her absence according to the tasks identified above.

## Role of the Honorary Treasurer

The main tasks of the Honorary Treasurer are to:

- chair the Finance and Audit Committee and through this Committee;
  - provide Board leadership in overseeing Aspect's financial management, and;
  - give due consideration to key strategic financial decisions that are made by Aspect.

## Role of Individual Directors

The role of individual Directors under general law and Corporations Law include to:

- act in good faith;
- exercise powers for proper purpose;
- retain their discretion in voting at meetings;
- avoid conflicts of interest;
- act honestly;
- act with the degree of care and diligence that a reasonable person in a like position in a corporation would exercise in the corporation's circumstances;

- not misuse information or their position, and
- not trade while insolvent.

Other roles include to:

- make reasonable inquiries to ensure that Aspect is operating efficiently, effectively and legally towards achieving its goals, and
- undertake diligent analysis of all proposals placed before the Board.

## Confidentiality

A Director shall keep confidential all confidential information; and not disclose it to any person, except as required by law; with the prior written consent of Aspect; or to Aspect's agents, employees or advisers in the performance of the Director's responsibilities and duties.

No Director shall use any confidential information for the benefit of any person except Aspect.

If any confidential information is lawfully within the public domain then to the extent that the confidential information is public, a Director's obligations shall cease in respect of that confidential information.

If there is uncertainty as to whether any information is confidential information; or any confidential information is lawfully within the public domain, then that information is deemed to be confidential information and is not within the public domain, unless the Director is advised by the Board in writing to the contrary.

A Director shall maintain proper and secure custody of all confidential information; and use his or her best endeavours to prevent the use or disclosure of the confidential information by third parties.

A Director shall immediately deliver to Aspect all confidential information that is physically capable of delivery when the person's term as a Director ceases; and at any time at the request of a person authorised by the Board. Instead of delivering confidential information, the Board may direct the Director to destroy confidential information and certify in writing to Aspect that the confidential information has been destroyed. The Board may direct that confidential information contained in computer software or data be destroyed by erasing it from the magnetic media on which it is stored so that the information cannot be recovered or reconstructed.

A former Director is able to have access to viewing a Board record if circumstance arose where he/she was required to comment on a past Board event, for example, in a legal matter.

A Director must not make any copy or summary of any confidential information, except if required to do so in the course of his or her duties as a Director. If a Director is required to make a copy or summary of confidential information in the course of the Director's duties and functions as a Director, the copy or summary belongs to Aspect.



A Director shall comply with these obligations regarding confidentiality at all times during and after that person's term as a Director:

### Conflicts of Interests

The common law fiduciary duty of Directors is to act honestly and in the best interests of Aspect. This also overlaps with the Corporations Law that includes requirements that Directors not misuse position or information to gain an unfair advantage, act honestly and disclose conflicts of interest.

Potential conflicts of interest may include:

- a contract with Aspect;
- using confidential information for personal gain, and
- profiting from an opportunity that rightfully belongs to Aspect.

To manage conflicts of interests for Directors, the following guidelines are to be adhered to:

- Declare existing or potential conflicts to the Company Secretary.
- When a conflict of interest arises immediately advise the Board Chair in the boardroom.
- Directors who have a direct or indirect pecuniary interest in the matter for discussion may, with the consent of the Chair, be present while the vote is taken.
- No financial or other benefit can be given to a related party of the Director unless approved by the Board.
- The Company Secretary shall ensure that a register of Interests is maintained.

Further to ensure their independence and absence of conflicts of interest, Directors may not be current employees of Aspect, or employed by Aspect within the last two years.

### Board Composition and Size

Under Aspect's Constitution there can be up to ten Member-elected Directors for a term of three years. Also the Board can appoint up to two Board-appointed Directors.

At least one third of Member-elected Directors must retire from office at the Annual General Meeting each year; however, such retiring Directors are eligible for re-election. This is subject to Clause 13.1(d) of the Constitution which states that no Member-elected Director will have his/her term automatically expire more than once in every three years.

The term of Board-appointed Directors is twelve months but the Board may re-appoint a Board-appointed Director for further twelve month terms.

Directors appointed to fill casual vacancies must submit to election at the next general meeting.

The attributes that Directors should bring to the Board include sound business judgement and a performance focus, empathy for people with an ASD and their families, broad strategic thinking, a collegiate and team playing approach, a philosophical commitment to the objectives of Aspect, a willingness and capability to devote the required time to the Board's affairs, and undoubted reputation and integrity.

### Nomination of New Directors

Members wishing to nominate for the Board are to contact the Chair of the Nomination and Remuneration Committee first so that a meeting can be arranged between the nominee, the Chair of the Committee, the Board Chair and at least one other Director to discuss the role and consider its rights and responsibilities. Not only is the Board looking for new Board directors from time to time it is also wanting to ensure that new Board directors will be prepared to become part of an effective team governing the organisation.

The Board aims to achieve a mix of qualifications, skills and experience, by taking into account the existing diversity of experience in the current Board and the strategic direction and progress of Aspect.

New Directors are required to undertake an induction of the Board and Aspect, its issues, current concerns, staff and financial position. This induction process may include meetings with Aspect's Executive, and may include Australian Institute of Company Directors training on board responsibilities and obligations, or other such training considered appropriate.

The current composition of the Board and Board Committees, together with background details on each Director, is set out in Aspect's annual report and on Aspect's web site.

### Directors' Indemnity and Insurance Cover

Aspect's Constitution provides an indemnity to present and past Directors. As with other insurable risks, Aspect has insured Directors and officers against liabilities incurred by such a person in connection with the performance by that person of his or her position with Aspect except for a liability arising out of conduct involving wilful breach of duty or contravention of the Corporations Law.

### Meetings of the Board and their Conduct

The Board meets eight times each year. The Board decides on an annual schedule of major items that are considered over the eight meetings along with regular items to monitor the organisation.

Meeting agendas are determined by the Board Chair in consultation with the CEO to ensure adequate coverage of strategic, financial and operating matters throughout the year. Details of meetings and attendances are set out in Aspect's annual report.



## Meeting Procedures

To ensure Board meetings are constructive, the Board has adopted the following procedures:

- proper and timely notice of meetings is provided to all Directors with an outline of the proposed business;
- Board papers, that include clear resolutions on all papers for decision, are provided at least five days in advance;
- the majority of the Board's time is spent on strategic issues rather than the day-to-day responsibilities of management;
- an action schedule is maintained to ensure that all outstanding items or progress on implementation of approvals are dealt with;
- a quorum is maintained throughout the meeting;
- complete focus is maintained on the issue during debate;
- debate occurs because it is essential to ensure the right decisions;
- open questions are posed to encourage debate;
- Board meetings are chaired and facilitated by the Board Chair;
- within 5 working days, the minutes are produced and circulated to Directors;
- minutes are recorded in such a way that resolutions can be actioned and monitored;
- the Board Chair and CEO should not circumvent the process of the Board meeting, and
- the minutes of each Board meeting are approved by the Board as true and correct record of the meeting at the next Board meeting

## Board Decision Making

The Board when making a decision may need to take into account a number of factors including:

- their duties and responsibilities as Directors;
- strategic fit;
- ethical fit;
- financial considerations;
- strategic and operational risks;
- resource availability (internal/external and alternative use of resources);
- political impacts;
- key drivers and sensitivities;
- the inclusion of third party information on key assumptions;
- synergy effect for the business as a whole;
- community and stakeholder's perception of the decision;

- contingency plans in place to deal with unexpected developments, and
- monitoring and accountability mechanisms (if approved) incorporating key milestones and anticipated benefits.

The objective of the evaluation process is to ensure an appropriate balance of risk and return is achieved in the context of the operation of Aspect and what it stands for.

Although formal meeting practices can assist the efficient conduct of a meeting, such practices on the Aspect Board are not used to stifle discussion or push for a particular outcome which is obviously not accepted generally. In general voting or calling for motions is not a practice encouraged in the Aspect Board as such practices can risk factionalising the Board.

In the circumstance where there is not a consensus commitment to an outcome or where there is the situation where voting is required and/or directors want to record an abstention, the Board Chair clarifies what information is required to help the undecided directors and allow time for further discussion and consultation in order to reach a consensus decision. Once a consensus decision is reached Directors are expected to honour the decision both in and outside the Board.

## Representation of Aspect

The Board expects the Chief Executive Officer to speak for Aspect and to manage communications with members, other stakeholders and the community generally. Directors other than the Board Chair and the Chief Executive Officer do not comment publicly on Aspect issues, unless specifically delegated.

The Board Chair and the Chief Executive Officer would normally confer with each other before making a significant public comment. Copies of all significant press releases are forwarded to Directors on the day of release.

Directors are expected to keep the Board Chair and the Chief Executive Officer informed of any significant feedback about Aspect they receive from their networks.

## Media

Aspect's media policy aims to maximise opportunities for coverage of activities and achievements and to minimise adverse publicity and any misleading information.

On significant media issues for Aspect, the Chief Executive Officer is the primary spokesperson. The Chief Executive Officer may from time to time authorise other members of the Executive and subject specialists to act as spokespersons on particular issues.

The Board Chair or Board delegate in consultation with the CEO will issue statements to the media when appropriate.



## The Review of Board Performance

The Board undertakes a review of its performance from time to time to ensure that the expectations of all Directors are aligned, to confirm areas of successful performance and to identify those areas requiring further improvement as part of Aspect's commitment to continuous improvement throughout the organisation.

The review of Board performance includes:

- Directors' understanding of Aspect's goals and policies, the governance statement and conflicts of interest;
- performance in relation to ethics, integrity and probity;
- compliance with legislation;
- Board communication and communication between the Board and Senior Management, and
- Board composition, committee structure, workload and procedures to ensure effective decision making.

A range of methods are available to the Board for such performance review. They can include:

- asking Directors to anonymously write comments on agreed parameters and send to a third party for correlation and presentation to the Board Chair and then to the whole Board for discussion;
- asking Directors to personally review their performance against agreed parameters and then having a Board discussion or an individual meeting with the Board Chair;
- the Board Chair having an individual discussion with each Director on agreed areas, and
- retaining an external facilitator to undertake a review process.

## Board Committees

The Board has established a number of Standing Committees to assist in the execution of the Board's responsibilities. These Committees are a recognition that some areas of Aspect's activities require more concentrated effort and specialist skills and are an efficient use of Board resources. They do not abrogate any Director from his/her responsibilities and Committees are obliged to properly inform the full Board of their activities.

Each Board Committee is chaired by a Board Director. There is at least one other Board Director on each Committee. Committee membership must be approved by the Board. Board Directors and external individuals invited by the Board on to the Committee are members of the Committee and have the right to vote on the Committee, while members of staff are only in attendance, provide advice to the Committee and do not have the right to vote on any matter. Committee meetings follow the same meeting procedures set out for the Board in the Constitution, for example a quorum is

50% of membership, except for the Finance & Audit Committee which requires a quorum of three on the Committee whose decision is unanimous.

At present the Board has four Standing Committees. They are:

- Finance & Audit Committee,
- Client Services Committee,
- Research Committee, and
- Nomination & Remuneration Committee.

From time to time the Board may also establish ad hoc committees to assist with specific issues or projects. Individual Committee charters are regularly reviewed by the Board. The terms of reference for each Standing Committee are set out in Aspect's Regulations which are available on Aspect's website. Standing Committee meetings and attendances by Directors are set out in Aspect's annual report.

## Remuneration

No Directors receive remuneration from Aspect. Out of pocket expenses relating to their director activities may be reimbursed by Aspect. The Chief Executive Officer's remuneration is governed by a contract of employment.

## ASPECT'S KEY PROCESSES

### Strategic Planning

The strategic plan charts the course for Aspect over the coming three years. Aspect's strategic planning based on Graham Kenny's Strategic Factors has been designed to be flexible in order to cope with any future changes in the sector. It is Aspect's commitment to monitor the plan at its Board meetings, Executive meetings and Management Network meetings to check that the plan is being implemented. Any changes which impact on the plan will be progressively factored into the plan. The plan as a whole is reviewed every year and stepped out one more year so there is always a current three year window.

At the October 2008 Board meeting the Board resolved to approve the strategic planning cycle based on Geoffrey Kiel's model of The Strategic Board. Kiel's model built on the existing strategic planning process used by Aspect for the previous eight years by clearly differentiating the tasks of Board and management.

The significant additional step proposed by Kiel was the development of a high level corporate document known as The Strategic Directions Document which outlined the corporate strategy of the organisation for the coming three years. This would be developed in a workshop where Board Directors and members of the Executive participated together and would then be approved by the Board at its next meeting.

With this high level corporate document in place, it would be the task of the Executive to use this to develop the Strategic Plan for



the next three years by taking Aspect's current Strategic Plan out one more year. The new Strategic Plan would then be brought to the Board for approval. At the following Board meeting the specific Action Plan for the coming year based on the three year plan would be presented to the Board for approval. This would form the basis of the budget planning for the coming year.

### Key Financial Processes

Aspect's financial year is the calendar year. Aspect's Management Network prepares the operating and capital budgets for the coming year for presentation and approval at the December Board meeting.

There is a mid budget review to take account of any changes in Aspect's operations or its environment. The revised operating and capital budgets are presented for approval at the August Board meeting.

The management accounts are presented to the Finance & Audit Committee for approval each month. Any variations to the approved budget are presented to the Finance & Audit Committee for approval.

The statutory accounts are prepared for approval at the AGM held in May each year. The Board approves the statutory accounts at its April meeting based on the recommendation of the Finance & Audit Committee.

### Management Accountability

The Chief Executive Officer provides a report at each Board meeting on the key issues facing the organisation.

The Executive tables a report at each Board meeting on important activities that have taken place since the previous Board meeting that identify how Aspect is achieving its strategic plan.

Each corporate group reports annually to the Board other than Finance, Property & IT which is regularly reporting its activities to the Finance & Audit Committee.

Key issues are reported separately to the Board or its committees.

### Continuous Improvement

Aspect has developed a specific continuous improvement approach known as the *Comprehensive Continuous Improvement Approach (CCIA)* based on ten principles that apply across the organisation.

Aspect recognises that a commitment to its Comprehensive Continuous Improvement Approach (CCIA) is essential for its long term success as a leading service provider in the field of autism spectrum disorders.

The ten principles that comprise the CCIA are drawn widely from Aspect's culture to give a more comprehensive overview of what is involved in continuous improvement for the whole organisation compared with the more traditional view of continuous improvement. It also goes beyond the quality assurance approach which is about meeting standards.

The CCIA is designed to achieve better outcomes for Aspect's clients and their families and to help Aspect achieve its vision, mission and values. Staff are responsible for participating in continuous improvement processes. Management leads continuous improvement.

Aspect has adopted the following ten principles throughout the organisation to ensure that improvement practices are recognised as such and are maintained and developed to enhance Aspect's ability to achieve of its goals.

Any external quality assurance programs required of Aspect is maintained through regular auditing by third parties.

Management reports to the Board against all ten principles every second Board meeting.

### Corporate Risk Management

The Board is responsible for monitoring and reviewing Aspect's Corporate Risk Management activities. To assist the Board in this responsibility it delegates the management of the task to the Corporate Risk Management Committee chaired by the Director, Community Services & People. The Committee reports directly to the Board four times a year and includes one board Director in its membership. Thus the Committee is both constantly measuring risk as well as proactively working to reduce key risks facing Aspect through Corporate Risk Management.

Aspect recognises that there are inherent risks in all that it does. Risks include:

- hazard risks or the threat of negative things happening – these are risks that organisations typically insure against;
- opportunity risks or the possibility of positive things not happening resulting in lost opportunities; and
- uncertainty risks where actual results do not equal anticipated results – through, for example, changes in the regulatory environment or reliance on a source of income that fails to deliver.

Aspect's task is to identify the likelihood and the consequences of the main risks it faces, with particular reference to those risks that are considered a moderate risk, a high risk or an extreme risk.

Management reports on its corporate risk management at every second Board meeting.



## Membership of Board Committees

In accordance with our Governance statement, each Board Committee is chaired by a Board Director and the membership is approved by our Board. The Board thanks the members of these Committees for their contribution and commitment to this important task.

The Membership of Aspect's Board Committee as at 30 April 2011 were:

### Finance & Audit Committee

Rob Brown (Chair)

Henry Capra

David Foster

Keith Perkin

Jenny Young

### Client Services Committee

Robert Pesavento (Chair)

Julie Hamblin

Jenny Young

#### *Independents*

Lisa Beavan

Ana Robinson

### Research Committee

Dr David Starte (Chair)

Malcolm McEwen

#### *Independents*

Dr Mark Carter

Professor Stewart Einfeld

Associate Professor David Evans

Dr Chris Kilham

Associate Professor Jacqui Roberts

Dr Natalie Silove

Dr Katrina Williams

### Nominations & Remuneration Committee

Peter Werner (Chair)

Malcolm McEwen

Keith Perkin



## Seeing the Spectrum art exhibition

Below is a sample of the work produced by our artists in Aspect Adult Programs. These were among the artworks displayed for exhibition and sale during Autism Month 2010.



Christina Halkiadakis



Kris Kotevski



Daniel Diep



Graham Knox



Scott Harrison



Nicholas Athanasi



Robbie Green



Leonard Tinyow

# Autism Spectrum Australia (Aspect)

(A company limited by guarantee)

ABN 12 000 637 267

## Financial Report for the year ended 31 December 2010

### Autism Spectrum Australia (Aspect)

(A company limited by guarantee)

#### Directors' Report

The Directors present their report together with the financial report of Autism Spectrum Australia (Aspect) for the year ended 31 December 2010 and the auditors' report thereon.

#### Directors

The Directors of Aspect in office at any time during, or since the year ended 31 December 2010 are:

Keith Perkin [Board Chair]	Jonathan Harris
Robert Pesavento [Deputy Board Chair]	Ian Joseph
Robert J. Brown [Honorary Treasurer]	Malcolm McEwen
Henry Capra	Dr David Starte
David Epper	Peter Werner
David Foster	Jeanie Young
Julie Hamblin	

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

	Directors Meetings		Finance & Audit Committee		Client Services Committee		Research Committee		Nominations & Remuneration Committee	
	No. of meetings attended	No. of meetings held	No. of meetings attended	No. of meetings held	No. of meetings attended	No. of meetings held	No. of meetings attended	No. of meetings held	No. of meetings attended	No. of meetings held
Mr K Perkin	7	8	8	10					1	1
Mr R Pesavento	6	8			3	3				
Mr R Brown	6	8	10	10	1	1				
Mr H Capra	0	0								
Mr D Epper	5	8								
Mr D Foster	8	8	10	10						
Ms J Hamblin	4	4			1	1				
Mr J Harris	0	1								
Mr I Joseph	0	0								
Mr M McEwen	7	8	6	9			2	2	1	1
Dr D Starte	6	8					1	2		
Mr P Werner	6	8							1	1
Ms J Young	5	5	1	1	2	2				

The number of directors' and committee meetings held during the time the directors held office during the year:



## Directors' Report (continued)

### Company Secretary

The following person held the position of company secretary at the end of the financial year:

Name & Qualifications	Appointment date:
Mr Adrian Ford (Fellow Aust. Inst. Co. Directors)	2000

### Principal Activities

The principal activities of Autism Spectrum Australia (Aspect) are to provide a range of services to children, young people and adults with an autism spectrum disorder (ASD). These include information services, diagnostic and assessment services, early intervention for young children, schools and educational outreach services for children and young people. Aspect provides community participation programs for adults with an ASD while it provides behaviour support programs for people with an ASD of all ages. A range of support services are provided to families of people with an ASD. The provision of training and consultation to other professionals and parents in ways of working with people with an ASD also continues as does Aspect's research program. There were no significant changes in the nature of its activities during the year.

### Short and Long Term Objectives

Autism Spectrum Australia (Aspect) builds confidence and capacity with people who have an autism spectrum disorder, their families and communities by providing information, education and other services. This objective is directed at overcoming the isolation of autism experienced by people on the autism spectrum and their families and carers.

### Strategies for Achieving those Objectives

Aspect's strategies for achieving these objectives include:

- increasing Aspect's client base by offering services that are accessible, affordable, of high quality and that deliver outcomes to people with an ASD and their families;
- working with governments to ensure that Aspect remains recognised as a quality organisation that is outcome focused, a valuable partner, and specialist ASD service provider;
- growing our relationship with donors and supporters; and
- attracting the best people to Aspect, ensuring high levels of engagement and staff retention.

The Board continuously reviews the entity's performance against these strategic objectives using a set of key performance indicators which included indicators on service performance, funding from government and fundraising, media awareness, human resource management and financial performance.

### Capital and Membership

Autism Spectrum Australia (Aspect) has no share capital, as it is a company limited by guarantee. This means it is precluded from paying a dividend to its members.

The liability of the members is limited by Clause 30 of the Company's Constitution, which states that:

"Every member undertakes to contribute an amount not exceeding \$20.00 to the property of the Company if it is wound up while he or she is a Member or within 1 year after ceasing to be a member; for:

- (a) payment of the debts and liabilities of the Company contracted before the time when he or she ceases to be a member;
- (b) the costs charges and expenses of winding up; and
- (c) for an adjustment of the rights of contributories among themselves".

As at 31 December 2010, there were 348 (2009: 377) members of Aspect.



## Directors' Report (continued)

### Financial Result

The operating result for 2010 was a surplus of \$4,994,072 (2009: surplus \$939,201).

### Review of Operations

The community's awareness of people with an autism spectrum disorder continues to rise. In response Autism Spectrum Australia (Aspect) continues to extend its services to try and meet this ever growing need.

Government grants continued to provide the major operational income for Aspect supported by fundraising and a contribution by clients' families for some of the services through a fee for service charge. Income from these three sources increased in 2010 to \$46,389,343 compared with \$42,389,970 in 2009.

Aspect's investment portfolio in equities (or non-current other financial assets) dropped from \$4,601,406 in 2009 to \$3,922,657 in 2010. However, Aspect's investment portfolio as a whole which includes equities and long term cash reserves dropped only slightly from \$4,677,773 in 2009 to \$4,627,293 in 2010. This reduction during the course of the year was in line with general market conditions.

### State of Affairs

In the opinion of the directors, there were no significant changes in the state of affairs of Aspect that occurred during the financial year under review not otherwise disclosed in the report or the financial statements.

### Events Subsequent to Balance Date

There has not arisen in the interval between the end of the financial year and the date of this report any item, transaction or event of a material and unusual nature likely, in the opinion of the directors of Aspect to affect significantly the operations of Aspect, the results of the operations, or the state of affairs of Aspect, in subsequent financial years.

### Auditor's Independence Declaration

A copy of the auditor's independence declaration as required under section 307C of the Corporation Act 2001 is set out on page 34, and forms part of this report.

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



Keith Perkin  
Board Chair

Dated this 14<sup>th</sup> day of April, 2011 at Sydney.



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**Auditor's Independence Declaration  
To the Directors of Autism Spectrum Australia (Aspect)**

In accordance with the requirements of section 307C of the Corporations Act 2001, as lead auditor for the audit of Autism Spectrum Australia (Aspect) for the year ended 31 December 2010, I declare that, to the best of my knowledge and belief, there have been:

- a no contraventions of the auditor independence requirements of the Corporations Act 2001 in relation to the audit; and
- b no contraventions of any applicable code of professional conduct in relation to the audit.



GRANT THORNTON AUDIT PTY LTD  
Chartered Accountants



C F Farley  
Director - Audit & Assurance

Sydney, 14 April 2011

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**Statement of Comprehensive Income**  
**For the year ended 31 December 2010**

	Note	2010 \$	2009 \$
Revenue from rendering of services		4,455,401	4,390,847
Federal/State grants and salary subsidies		43,714,740	39,055,814
Fundraising		1,781,571	1,341,309
Other revenue		926,448	550,405
<b>Total revenue</b>	2	<u>50,878,160</u>	<u>45,338,375</u>
Employee expenses		(33,928,571)	(30,899,162)
Transportation costs		(1,521,747)	(2,037,469)
Insurance expense		(805,362)	(748,803)
Depreciation and amortisation expenses	3(a)	(701,666)	(563,366)
Finance costs	3(b)	(13,700)	(22,444)
Services		(5,038,338)	(5,744,610)
Other expenses from ordinary activities		(3,874,704)	(4,383,320)
Total Expenses		<u>45,884,088</u>	<u>44,399,174</u>
<b>Surplus for the Year</b>		<u>4,994,072</u>	<u>939,201</u>
<b>Other Comprehensive Income</b>			
Net (loss)/gain on revaluation of investment		(10,839)	283,441
Net loss on sale of investment		(118,579)	-
<b>Other Comprehensive (Loss)/Income for the Year</b>		<u>(129,418)</u>	<u>283,441</u>
<b>Total Comprehensive Income for the Year</b>		<u><u>4,864,654</u></u>	<u><u>1,222,642</u></u>

The accompanying notes form part of the financial statements



Statement of Financial Position  
As at 31 December 2010

	Note	2010 \$	2009 \$
<b>Current assets</b>			
Cash and cash equivalents	6	2,822,642	1,386,329
Trade and other receivables	7	1,514,688	1,522,982
Other financial assets	8	191,583	177,366
Other assets	9	1,669,085	650,126
<b>Total current assets</b>		<b>6,197,998</b>	<b>3,736,803</b>
<b>Non-current assets</b>			
Other financial assets	8	3,922,657	4,601,496
Property, plant and equipment	10	13,556,164	9,381,337
<b>Total non-current assets</b>		<b>17,478,821</b>	<b>13,982,833</b>
<b>Total assets</b>		<b>23,676,819</b>	<b>17,719,636</b>
<b>Current liabilities</b>			
Trade and other payables	11	7,495,971	6,285,705
Short term borrowings	12	124,374	75,024
Short term provisions	13	1,006,308	913,577
<b>Total current liabilities</b>		<b>8,626,653</b>	<b>7,274,306</b>
<b>Non-current liabilities</b>			
Long term borrowings	12	1,566,277	1,691,010
Long term provisions	13	1,774,118	1,909,204
<b>Total non-current liabilities</b>		<b>3,340,395</b>	<b>3,600,214</b>
<b>Total liabilities</b>		<b>11,967,049</b>	<b>10,874,520</b>
<b>Net assets</b>		<b>11,709,770</b>	<b>6,845,116</b>
<b>Equity</b>			
Asset revaluation reserve	14	(801,660)	(1,142,334)
Asset realisation reserve	14	(200,118)	-
Accumulated surplus		12,711,548	7,987,450
<b>Total equity</b>		<b>11,709,770</b>	<b>6,845,116</b>

The accompanying notes form part of the financial statements



Statement of Changes in Equity  
For the year ended 31 December 2010

	Asset Revaluation Reserve	Asset Realisation Reserve	Accumulated Surplus	Total
Balance at 1 January 2009	(1,425,775)	-	-	5,622,474
Total Comprehensive income for the year	283,441	-	939,201	1,222,642
<b>Balance at 31 December 2009</b>	<b>(1,142,334)</b>	<b>-</b>	<b>7,987,450</b>	<b>6,845,116</b>
Total Comprehensive income for the year	(10,839)	(118,579)	4,994,072	4,864,654
Transfer between opening earnings and reserve for adoption of AASB 9	351,513	(81,539)	(269,974)	-
<b>Balance at 31 December 2010</b>	<b>(801,660)</b>	<b>(200,118)</b>	<b>12,711,548</b>	<b>11,709,770</b>

The accompanying notes form part of the financial statements



**Statement of Cash Flows**  
**For the year ended 31 December 2010**

	Note	2010 \$	2009 \$
<b>Cash flows from operating activities</b>			
Receipts from customers and grants		50,605,078	41,604,805
Payments to suppliers and employees		(45,527,005)	(42,247,075)
Interest received		167,212	188,811
Dividend received		170,523	221,939
Interest paid		(92,892)	(22,444)
<b>Net cash provided by/(used in) operating activities</b>	20(i)	5,322,915	(253,964)
<b>Cash flows from investing activities</b>			
Proceeds on disposal of investments		879,420	1,436,067
Proceeds on disposal of fixed assets		853,551	-
Payments for investments		(330,000)	(640,153)
Purchase of property, plant and equipment		(5,199,974)	(3,687,479)
<b>Net cash used in investing activities</b>		(3,797,003)	(2,891,565)
<b>Cash flows from financing activities</b>			
Proceeds from borrowings		-	1,600,000
Repayment of borrowings		(75,382)	(36,854)
<b>Net cash provided by/(used in) financing activities</b>		(75,382)	1,563,146
<b>Net increase/(decrease) in cash and cash equivalents held</b>		1,450,530	(1,582,383)
<b>Cash and cash equivalents at the beginning of the financial year</b>		1,563,695	3,146,078
<b>Cash and cash equivalents at the end of the financial year</b>	20(ii)	3,014,225	1,563,695

The accompanying notes form part of the financial statements



# Notes to and forming part of the financial statements

## For the year ended 31 December 2010

### I Statement of Accounting Policies

The accounting policies, which have been adopted in the preparation of this financial report, are:

#### (a) Statement of Compliance And Basis of Preparation

The financial report is a general purpose financial report which has been prepared in accordance with Australian Accounting Standards, including Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the Corporations Act 2001. The financial report is for Aspect as an individual entity, incorporated and domiciled in Australia. Aspect is a company limited by guarantee. The following is a summary of the material accounting policies adopted by Aspect in the preparation of the financial report. Accounting Standards include Australian equivalents to International Financial Reporting Standards ('A-IFRS').

The financial report has been prepared on an accruals basis and is based on historical cost, except for the revaluation of certain non-current assets and financial instruments. Cost is based on the fair values of the consideration given in exchange for assets.

In the application of A-IFRS management is required to make judgements, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstance, the results of which form the basis of making judgements. Actual results may differ from these estimates. The estimates and associated assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period. Alternately, revisions will be recognised in the period of the revision and future periods, if the revision affects both periods.

These accounting policies have been consistently applied and, except where there is a change in accounting policy, are consistent with those of the previous year.

#### (b) Revenue Recognition – Note 2

##### Sales of Goods

Revenue from the sale of goods is recognised when goods are provided to entities outside Aspect.

##### Rendering of Services

Revenue from the rendering of services is recognised when the fee in respect of services provided is receivable.

##### Interest Revenue

Interest revenue is recognised as it accrues.

##### Sale of Non-Current Assets

The gain or loss on disposal is brought to account at the date an unconditional contract of sale is signed and is calculated as the difference between the carrying amount of the asset at the time of disposal and the net proceeds on disposal.

##### Other Revenue

Revenue from government grants are recognised at the time of receipt except for instances described in accounting policy note 1(g) that involve the Statement of Financial Position.

#### (c) Trade and Other Receivables – Note 7

##### Trade Debtors

Trade debtors are recognised at the original invoice amount. They are generally settled over a 30 day period and non-interest bearing. The collectability of debts is assessed at balance date and specific provision is made for any doubtful debts. Doubtful debts are defined as receivables which are likely to be impaired. In addition, a provision is made when there is objective evidence that an individual trade receivable is impaired. The provision for doubtful debts has increased by \$42,273 to \$88,345 for 2010.



# Notes to and forming part of the financial statements

## For the year ended 31 December 2010

### I Statement of Accounting Policies (continued)

#### (c) Trade and Other Receivables – Note 7 (continued)

Due to the short term nature of these receivables, their carrying value is assumed to approximate their fair value. The maximum exposure to credit risk is the fair values of receivables. Collateral is not held as security, nor is it Aspect's policy to transfer (on-sell) receivables to special purpose entities.

#### (d) Property, Plant And Equipment – Note 10

##### Acquisition

Purchased items of property, plant and equipment are recorded at cost, while property, plant and equipment which have been donated are recorded at the fair value of the asset prevailing at the time of the donation. Depreciation of these assets is outlined below.

##### Carrying Amount

The form of future economic benefits comprising property and equipment is the service the assets provide rather than the generation of net cash inflows. Accordingly, the carrying amount of these assets is assessed relative to the expected future economic benefits rather than by reference to the asset's recoverable amount.

##### Disposal of Assets

The gain or loss on disposal of assets is calculated as the difference between the carrying amount of the asset at the time of disposal and the proceeds on disposal and is included in the results in the year of disposal.

##### Depreciation and Amortisation

Items of property and equipment, including buildings and leasehold property but excluding freehold land, are depreciated/amortised using the straight-line method over their estimated useful lives.

The depreciation rates used for each class of asset for the current and previous years are as follows:

Buildings	2.5%
Buildings with demountable classroom	10%
Leasehold improvements	10%
Plant and equipment	20-33%
Library	10%

Assets are depreciated or amortised from the date of acquisition.

##### Leased Plant and Equipment

Leases of plant and equipment under which Aspect assumes substantially all the risks and benefits of ownership are classified as finance leases. Other leases are classified as operating leases.

Finance leases are capitalised. A lease asset and a lease liability equal to the present value of the minimum lease payments are recorded at the inception of the lease. Contingent rentals are written off as an expense of the accounting period in which they are incurred. Capitalised lease assets are amortised on a straight line basis over the life of the asset, as Aspect will obtain ownership of the asset at the end of the lease term. Lease liabilities are reduced by repayment of principal. The interest component of the lease payments are charged to the Statement of Financial Performance.

Payments made under operating leases are charged against the Statement of Financial Performance in equal instalments over the accounting periods covered by the lease term.

#### (e) Borrowings – Note 12

Bank loans are carried on the Statement of Financial Position at their principal amount. Interest expense is accrued at the contracted rate.



## Notes to and forming part of the financial statements For the year ended 31 December 2010

### I Statement of Accounting Policies (continued)

#### (e) Borrowings – Note 12 (continued)

Borrowing costs directly attributable to the acquisition, construction or production of assets that necessarily take a substantial period of time to prepare for their intended use or sale, are added to the cost of those assets, until such time as the assets are substantially ready for their intended use or sale.

All other borrowing costs are recognised in income in the period in which they are incurred.

#### (f) Trade and Other Payables – Note 11

Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to Aspect at balance date. Trade accounts payable are normally settled within 30 days. Due to the short term nature of these payables, their carrying values are assumed to approximate their fair value.

#### (g) Government Subsidies in Advance – Note 11

Government subsidies in advance represent funds received by Aspect but unexpended as at balance date as the specific obligations relating to those subsidies has not been completed. These funds will be recognised as income of Aspect in the period the related expenditure is incurred.

#### (h) Employee Benefits – Note 13

##### Wages, Salaries and Annual Leave

The provision for employee benefits relating to wages, salaries and annual leave represent the amount that Aspect has a present obligation to pay resulting from employees' services provided up to the balance date. The provisions have been calculated at undiscounted amounts based on current wage and salary rates and include related on-costs.

##### Long Service Leave

The liability for employees' benefits relating to long service leave represents the present value of the estimated future cash outflows to be made by the employer resulting from employees' services provided up to the balance date. Related on-costs have been included in the liability.

##### Superannuation Plan

Aspect contributes to several defined contribution superannuation plans. Contributions are charged against income in the period to which they relate.

#### (i) Restricted Assets (Refer Notes 6 and 11)

Certain assets reflected in the Statement of Financial Position are subject to restrictive covenants. The Directors are of the opinion that the necessary conditions contained within these covenants will continue to be met, and that it would therefore be inappropriate to raise a provision in respect of any financial penalty that would result from any non-compliance with the conditions of the various covenants.

#### (j) Goods and Services Tax

Revenues, 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 taxation authority. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated with the amount of GST inclusive.

The net amount of GST recoverable from, or payable to, the ATO is included as a current asset or liability in the Statement of Financial Position.

Cash flows are included in the statement of cash flows on a gross basis. The GST components of cash flows arising from investing and financing activities, which are recoverable from, or payable to, the ATO are classified as operating cash flows and are included in cash receipts in the course of operations.



## Notes to and forming part of the financial statements For the year ended 31 December 2010

### I Statement of Accounting Policies (continued)

#### (k) Comparative Figures

When required by accounting standards, comparative figures have been adjusted to conform to changes in presentation in the current financial year.

#### (l) Cash and Cash Equivalents

Cash and cash equivalents include 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. Bank overdrafts are shown within short-term borrowings in current liabilities on the balance sheet.

#### (m) Financial Instruments

##### Other Financial Assets

###### *Recognition*

Financial instruments are initially measured at cost on trade date, which includes transaction costs, when the related contractual rights or obligations exist. Subsequent to initial recognition these instruments are measured as set out below.

##### i. Financial assets measured at amortised cost

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are stated at amortised cost using the effective interest rate method.

At each reporting date, Aspect assesses whether there is objective evidence that a financial instrument has been impaired. Such impairment losses are recognised in the income statement.

##### ii. Financial assets at fair value

Prior to the early adoption of AASB 9, investments were classified as available for sale in accordance with the AIFRS definition. From 1 January 2010, all investments form part of the Company's investment portfolio and have been classified as financial assets at fair value through other comprehensive income.

###### *Available-for-sale financial assets (for periods prior to 1 January 2010)*

Available-for-sale financial assets include investments in Autism Spectrum's investment portfolio. Available-for-sale assets are reflected at fair value. Unrealised gains and losses arising from changes in fair value are taken directly to equity (into the asset revaluation reserve).

Realised gains or losses on the sale of investments were transferred from the asset revaluation reserve to the income statement. Note that the aggregate of these realised gains taken to the income statement for periods prior to 1 January 2010 have been transferred from opening retained earnings to asset realisation reserve as at this date.

At each reporting date, Aspect assessed whether there was objective evidence that an available for sale financial asset had been impaired.

In the case of available-for-sale financial instruments, a prolonged or significant decline in the value of the instrument was considered to determine whether impairment had arisen. Impairment losses were recognised in the income statement. Note that the aggregate of this impairment taken to the income statement for periods prior to 1 January 2010 has been transferred from opening retained earnings to asset realisation reserve as at this date for investments sold prior to this date, or to asset revaluation reserve as at this date for investments still on hand at this date.

###### *Financial assets at fair value through other comprehensive income (for periods after 1 January 2010)*

Financial assets at fair value through other comprehensive income include investments in Aspect's investment portfolio. Financial assets at fair value through other comprehensive income are reflected at fair value. Unrealised gains and losses arising from changes in fair value are taken directly to equity (into the asset revaluation reserve).



## Notes to and forming part of the financial statements For the year ended 31 December 2010

### I Statement of Accounting Policies (continued)

#### (m) Financial Instruments (continued)

Realised gains or losses on the sale of investments are transferred from the asset revaluation reserve into the asset realisation reserve.

Note no impairment is required to be assessed for financial assets at fair value through other comprehensive income

##### iii. Financial liabilities

Non-derivative financial liabilities are recognised at amortised cost, comprising original debt less principal payments and amortisation.

#### (n) Fair Value

Fair value is determined based on current last sale prices for all quoted investments. Valuation techniques are applied to determine the fair value for all unlisted securities, including recent arm's length transactions, reference to similar instruments & option pricing models.

#### (o) Impairment of Assets

At each reporting date, the company reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value.

Any excess of the asset's carrying value over its recoverable amount is expensed to the Statement of Financial Performance.

#### (p) Capital Management

When managing capital, Aspect's objective is to ensure that the organisation continues as a going concern and to maintain optimal returns as stipulated by Aspect's investment policy. Aspect is subject to the following externally imposed capital requirements:

- a fixed interest 15 year bank loan that ends in 2013. The purpose of the loan was to expand facilities at the Forestville site.
- a margin loan of \$1.6 million secured against the Investment Portfolio with a 20 year term. The purpose of the margin loan was to fund the Vern Barnett School project. The loan is not to exceed an overall gearing level of 50% of the investment portfolio.

#### (q) New Accounting Standards Adopted

The organisation has adopted the following new Australian Accounting Standard issued by the AASB. Disclosures required by these standards that are deemed material have been included in this financial report on the basis that they represent a significant change in information from that previously made available.

##### AASB 9: Financial Instruments

Aspect has elected to early adopt AASB 9 Financial Instruments from 1 January 2010. This new standard has been adopted as it includes requirements for the classification and measurement of financial assets which improve and simplify the approach when compared with the requirements of the previous Accounting Standard AASB 139 Financial Instruments: Recognition and Measurement.

When adopting this standard Aspect has designated investments held as at 1 January 2010 as financial assets at fair value through other comprehensive income. All gains and losses on investments are presented in other comprehensive income as part of the Statement of Comprehensive Income. Under AASB 9, there is no recycling of the realised gains and losses to the Statement of Financial Performance as was previously required by AASB 139. There is also no requirement to test Aspect's long-term investments for impairment with the result that there is no transfer of unrealised impairment revaluation charge from the investment revaluation reserve to the Statement of Financial Performance.

## Notes to and forming part of the financial statements For the year ended 31 December 2010

### I Statement of Accounting Policies (continued)

#### (q) New Accounting Standards Adopted (continued)

The transition provisions of AASB 9 do not require restatement of prior year financial statements for an entity that adopts this Standard for reporting periods beginning before 1 January 2012.

However, AASB 9 does require the standard to be applied retrospectively (in accordance with AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors) by recognising any difference between the previous carrying amount and the carrying amount at the beginning of the annual reporting period for which the standard is applied (2010) in opening equity.

#### (r) New Accounting Standards for Application in Future Periods

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future periods and which the company has not decided to early adopt. A discussion of those future requirements and their impact on the Company is as follows:

*AASB 9 Financial Instruments and AASB 2009-11 Amendments to Australian Accounting Standards arising from AASB 9 (applicable for annual reporting periods ending on or after 31 December 2013).*

AASB 9 introduces new requirements for the classification and measurement of financial assets and liabilities. AASB 9 uses a single approach to determine whether a financial asset is measured at amortised cost or fair value, replacing the many different rules in AASB 139 and removes the impairment requirement for financial assets held at fair value.

In addition, the majority of requirements from AASB 139 for the classification and measurement of financial liabilities has been carried forward unchanged, except in relation to own credit risk where an entity takes the option to measure financial liabilities at fair value. AASB 9 requires the amount of the change in fair value due to changes in the entity's own credit risk to be presented in other comprehensive income (OCI), unless there is an accounting mismatch in the profit or loss, in which case all gains or losses are to be presented in the profit or loss.

This Standard is not expected to impact the Company.

*AASB 124 Related Party Disclosures and AASB 2009-12 Amendments to Australian Accounting Standards arising from AASB 124 (applicable for annual reporting periods ending on or after 31 December 2011).*

This revision amends the disclosure requirements for government related entities and the definition of a related party.

This Standard is not expected to impact the Company.

*AASB 2009-13 Amendments to AASB 1 arising from Interpretation 19 (applicable for annual reporting periods ending on or after 30 June 2011).*

This standard amends AASB 1 to allow a first-time adopter to use the transitional provisions in Interpretation 19 as identified in AASB 1048.

This Standard is not expected to impact the Company.

*AASB 2010-01 Limited exemption from comparative AASB 7 disclosures for first time adopters (Amendments to AASB 1 and AASB 7) (applicable for annual reporting periods ending on or after 30 June 2011).*

These amendments principally give effect to extending the transition provisions of AASB 2009-2 Amendments to Australian Accounting Standards – Improving Disclosures about Financial Instruments to first-time adopters of Australian Accounting Standards.

This Standard is not expected to impact the Company.

*AASB 2010-4 Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project [AASB 1, AASB 7, AASB 101, AASB 134 and Interpretation 13] (applicable for annual reporting periods ending on or after 31 December 2011).*

This Standard emphasises the interaction between quantitative and qualitative AASB 7 disclosures and the nature and extent of risks associated with financial instruments.



## Notes to and forming part of the financial statements For the year ended 31 December 2010

### I Statement of Accounting Policies (continued)

#### (r) New Accounting Standards for Application in Future Periods (continued)

It clarifies that an entity will present an analysis of other comprehensive income for each component of equity, either in the statement of changes in equity or in the notes to the financial statements.

It provides guidance to illustrate how to apply disclosure principles in AASB 134 for significant events and transactions.

Clarify that when the fair value of award credits is measured based on the value of the awards for which they could be redeemed, the amount of discounts or incentives otherwise granted to customers not participating in the award credit scheme, is to be taken in account.

This Standard is not expected to impact the Company.

*AASB 1053 Application of Tiers of Australian Accounting Standards (applicable for annual reporting periods ending on or after 30 June 2014).*

This Standard establishes a differential financial reporting framework consisting of two Tiers of reporting requirements for preparing general purpose financial statements:

- a Tier 1: Australian Accounting Standards; and
- b Tier 2: Australian Accounting Standards - Reduced Disclosure Requirements.

Tier 2 comprises the recognition, measurement and presentation requirements of Tier 1 and substantially reduced disclosures corresponding to those requirements.

The following entities apply Tier 1 requirements in preparing general purpose financial statements:

- a for-profit entities in the private sector that have public accountability (as defined in this Standard); and
- b the Australian government and state, territory and local governments.

The following entities apply either Tier 2 or Tier 1 requirements in preparing general purpose financial statements:

- a for-profit private sector entities that do not have public accountability;
- b all not-for-profit private sector entities; and
- c public sector entities other than the Australian government and state, territory and local governments,

This Standard is not expected to impact the Company.

*AASB 2010-05 Amendments to Australian Accounting Standards [AASB 1, 3, 4, 5, 101, 107, 112, 118, 119, 121, 132, 133, 134, 137, 139, 140, 1023 & 1038 and Interpretations 112, 115, 127, 132 & 1042] (applicable for annual reporting periods ending on or after 31 December 2011).*

The Standard makes numerous editorial amendments to a range of Australian Accounting Standards and Interpretations, including amendments to reflect changes made to the text of International Financial Reporting Standards by the International Accounting Standards Board.

This Standard is not expected to impact the Company.

*AASB 7 Financial Instruments: Disclosures (Transfers of Financial Assets) (applicable for annual reporting periods ending on or after 30 June 2012).*

The Standard amends the disclosures required, to help users of financial statements evaluate the risk exposures relating to more complex transfers of financial assets (e.g. securitisations) and the effect of those risks on an entity's financial position.

This Standard is not expected to impact the Company.



Notes to and forming part of the financial statements  
For the year ended 31 December 2010

	2010 \$	2009 \$
<b>2 Revenue from Ordinary Activities</b>		
School and residence fees	2,603,478	1,772,705
Other fee for service	1,851,923	2,618,142
Federal grants	18,651,879	17,763,618
Government Capital grants	3,562,369	2,398,000
State grants and subsidies	21,500,492	18,894,196
Donations and bequests	596,776	403,456
Fundraising projects	1,184,795	937,853
Other revenue	926,448	550,405
<b>Total revenue from ordinary activities</b>	<u>50,878,160</u>	<u>45,338,375</u>

**3 Operating Surplus from Operating Activities**

- (a) Operating surplus from operating activities has been arrived at after charging the following items:

Depreciation of:

Freehold land and buildings	3,025	3,551
Leasehold buildings	155,594	97,954
Office machines and equipment	299,634	267,112
School library	5,963	6,633

Amortisation of:

Leasehold improvements	237,450	188,117
------------------------	---------	---------

<b>Total depreciation and amortisation</b>	<u>701,666</u>	<u>563,366</u>
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- (b) Borrowing costs

Bank loans and overdrafts	13,700	22,444
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Net bad and doubtful debts expense including movements in provision for doubtful debts	<u>42,273</u>	<u>14,775</u>
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Net expense from movements in provision for employee benefits

1,265,425	1,316,356
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Operating lease and other rental payments during the year	<u>1,002,143</u>	<u>725,079</u>
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Net loss on disposal of non-current assets	<u>(408,729)</u>	<u>76,875</u>
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**4 Auditors' Remuneration**

**Audit Services**

Remuneration of Grant Thornton for:

- auditing the financial report	45,000	45,000
- other assurance services	14,825	15,750
	<u>59,825</u>	<u>60,750</u>

Apart from these amounts, the auditors donated \$19,000 (2009: \$19,000) of their time costs to the Company.



Notes to and forming part of the financial statements  
For the year ended 31 December 2010

	2010 \$	2009 \$
<b>5 Taxation</b>		
Aspect is exempt from income tax under Section 50-50 of the Income Tax Assessment Act of 1997 on the grounds that Aspect is a charitable institution.		
<b>6 Cash and Cash Equivalents</b>		
Cash on hand	4,798	12,000
Cash at bank	2,817,844	1,374,329
	<u>2,822,642</u>	<u>1,386,329</u>

Cash at bank includes special purpose funds (see note 11) that are separately identified and spent in accordance with specific instructions.

<b>7 Trade and Other Receivables</b>		
Government subsidies and fees	1,471,014	1,302,810
Less: Provision for doubtful debts	(88,345)	(46,072)
	<u>1,382,669</u>	<u>1,256,738</u>
Other receivables	132,019	266,244
	<u>1,514,688</u>	<u>1,522,982</u>

The organisation does not have any material credit risk exposure to any single receivable or group of receivables.

At 31 December, the ageing analysis of trade receivables was as follows:

Year	Total	0 – 30	31 – 60	61 – 90	Over 90
2010	1,471,014	1,248,854	8,400	125,415	88,345
2009	1,302,810	1,126,246	114,797	15,695	46,072

Trade receivables are non-interest bearing and are generally on 30 day terms. A provision for impairment loss is recognised when there is objective evidence that an individual trade receivable is impaired. A charge of \$55,874 was made in 2010 as opposed to a charge of \$33,903 in 2009.

Balance 1 January 2010	46,072	31,297
(Credit) / charge for the year	55,874	33,903
Amounts written off	(13,601)	(19,128)
Balance 31 December 2010	<u>88,345</u>	<u>46,072</u>

Receivables past due but not considered impaired are:

31-60 days	\$8,400	(2009: \$114,797)
61-90 days	\$125,415	(2009: \$15,695)

These receivables relate to fee for service charges for school fees and other assessment services and contracted government grants. These receivables are not considered impaired as, based on historic recoverability patterns; they are recovered before ageing beyond 90 days.



Notes to and forming part of the financial statements  
For the year ended 31 December 2010

	2010 \$	2009 \$
<b>8 Other Financial Assets</b>		
<b>Current</b>		
Bank term deposits	191,583	177,366
<b>Non-current</b>		
Financial assets held at fair value through comprehensive income	3,922,657	4,601,406
<b>9 Other Assets</b>		
Accrued income	1,545,250	517,507
Prepayments	123,835	75,514
Software inventory (AutismPro) at cost	-	57,105
	1,669,085	650,126
<b>10 Property and Equipment</b>		
Freehold land and buildings - at deemed cost	660,000	822,000
Less: Accumulated depreciation	(15,107)	(25,208)
	644,893	796,792
Leasehold buildings - at cost	10,426,402	6,581,651
Less: Accumulated depreciation	(916,393)	(760,799)
	9,510,009	5,820,852
Leasehold improvements - at cost	3,256,325	2,759,082
Less: Accumulated amortisation	(872,386)	(715,788)
	2,383,939	2,043,294
Office machines and equipment - at cost	2,244,369	1,880,777
Less: Accumulated depreciation	(1,255,500)	(1,195,015)
	988,869	685,982
School library - at cost	81,527	81,527
Less: Accumulated depreciation	(53,073)	(47,111)
	28,454	34,416
Total property, plant and equipment - at net book value	13,556,164	9,381,336
<b>Reconciliations</b>		
<b>Freehold land and buildings (a)</b>		
Carrying amount at beginning of year	796,792	800,343
Disposals	(148,874)	-
Depreciation expense	(3,025)	(3,551)
Carrying amount at end of year	644,893	796,792



Notes to and forming part of the financial statements  
For the year ended 31 December 2010

	2010 \$	2009 \$
<b>10 Property and Equipment (continued)</b>		
<b>Reconciliations (continued)</b>		
<b>Leasehold buildings</b>		
Carrying amount at beginning of year	5,820,852	3,299,474
Additions (b)	3,856,371	2,653,471
Disposals	(11,620)	(34,139)
Depreciation expense	(155,594)	(97,954)
Carrying amount at end of year	<u>9,510,009</u>	<u>5,820,852</u>
<b>Leasehold improvements</b>		
Carrying amount at beginning of year	2,043,294	1,527,564
Additions	714,580	719,669
Disposals	(136,485)	(15,822)
Amortisation expense	(237,450)	(188,117)
Carrying amount at end of year	<u>2,383,939</u>	<u>2,043,294</u>
<b>Office machines and equipment</b>		
Carrying amount at beginning of year	685,982	667,254
Additions	629,022	312,754
Disposals	(26,502)	(26,914)
Depreciation expense	(299,633)	(267,112)
Carrying amount at end of year	<u>988,869</u>	<u>685,982</u>
<b>School library</b>		
Carrying amount at beginning of year	34,416	39,464
Additions	-	1,585
Disposals	-	-
Depreciation expense	(5,962)	(6,633)
Carrying amount at end of year	<u>28,454</u>	<u>34,416</u>

(a) The estimated fair value of land and buildings at 31 December 2010 is \$13,130,000. These estimates include building valuations conducted in September 2010 for the South Coast School (\$1,520,000), the Central Coast School (\$2,730,000), the Western Sydney School (\$3,100,000), and the Vern Barnett School at Forestville (\$5,410,000), which is reflected in our insurance coverage.

(b) Additions include borrowing cost capitalised as part of construction of leasehold buildings completed during the year which amount to \$50,963 (2009 nil).

**11 Trade and Other Payables**

Current Trade creditors	684,593	1,928,848
Other creditors and accruals	1,807,190	1,331,779
Goods & services tax payable	258,296	-
Special purpose funds (a)	131,794	77,082
Government subsidies in advance	4,614,098	2,947,996
	<u>7,495,971</u>	<u>6,285,705</u>

(a) The special purpose funds represent the balance of monies provided to Aspect from time to time, on the basis of being spent in accordance with specific instructions.



Notes to and forming part of the financial statements  
For the year ended 31 December 2010

	2010 \$	2009 \$
<b>12 Borrowings</b>		
<b>Current</b>		
Bank loan – secured	124,374	75,024
<b>Non current</b>		
Bank loan – secured	1,566,277	1,691,010

*Bank loan*

There are two bank loans denominated in Australian dollars. The amount in current liabilities comprises the portion of Aspect's bank loans payable within one year. The non-current balance represents the portion of Aspect's bank loans not due within one year.

Aspect refinanced one of its bank loans with Westpac during 2010 and it is secured by first mortgage over Aspect's property at Corrimal. The loan bears interest at 9.79% (2009: 9.36%) per annum, payable monthly and is expected to be repaid off by 2013. The purpose of the loan was to finance the administrative building at Forestville. To accommodate the growth of the organisation, the Central Office was moved to Frenchs Forest and Aspect used the vacant building for more classrooms for the Vern Barnett School that currently occupies the site. To complete the project, a Margin Loan facility was established in December 2009 with a 20 year term for \$1.6 million at 8.69% variable (2009: 7.67%) secured against the BT Investment portfolio with a maximum gearing of 50%. In addition, interest of the above mentioned loans are partly subsidized by the Department of Education NSW. The rate varies and is currently at about 5% per annum.

**Financing Arrangements**

Aspect has access to the following financial facilities:

Total facilities available:

Bank overdraft	750,000	-
Bank loans	1,690,652	1,766,034
Facilities utilised at balance date:		
Bank loans	1,690,652	1,766,034

This note should be read in conjunction with Note 16.

**13 Provisions**

**Employee benefits**

Aggregate employee benefits including on costs:

**Current**

Provision for long service leave	400,316	331,936
Provision for annual leave	605,992	581,641
	1,006,308	913,577

**Non current**

Provision for long service leave	1,686,522	1,818,020
Provision for annual leave	87,596	91,184
	1,774,118	1,909,204

Total	2,780,426	2,822,781
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Notes to and forming part of the financial statements  
For the year ended 31 December 2010

2010  
\$

2009  
\$

#### 14 Reserves

The asset revaluation reserve records revaluations in its available for sale financial assets. The asset realisation reserve books the gain or loss on disposal of financial assets.

#### 15 Commitments

##### Non-Cancellable Operating Lease Expense Commitments

Future operating lease rentals not provided for in the financial statements and payable:

Within one year	1,302,868	973,454
One year or later and no later than five years	851,123	2,027,628
Greater than 5 years	68,825	69,850
	<u>2,222,816</u>	<u>3,070,932</u>

Aspect leases property and equipment under non-cancellable operating leases expiring from 1 to 77 years. Leases generally provide Aspect with a right of renewal at which time all terms are renegotiated.

#### 16 Additional Financial Instruments Disclosure

##### Financial Instruments Measured At Fair Value

The financial instruments recognised at fair value in the statement of financial position have been analysed and classified using a fair value hierarchy reflecting the significance of the inputs used in making the measurements. The fair value hierarchy consists of the following levels:

- quoted prices in active markets for identical assets or liabilities (Level 1);
- inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (as prices) or indirectly (derived from prices) (Level 2); and
- inputs for the asset or liability that are not based on observable market data (unobservable inputs) (Level 3).

2010	Level 1 \$	Level 2 \$	Level 3 \$	Total \$
<b>Financial Assets:</b>				
Investments portfolio	3,874,657	-	48,000	3,922,657
	<u>3,874,657</u>	<u>-</u>	<u>48,000</u>	<u>3,922,657</u>
<b>2009</b>	<b>Level 1 \$</b>	<b>Level 2 \$</b>	<b>Level 3 \$</b>	<b>Total \$</b>
<b>Financial Assets:</b>				
Investments portfolio	4,421,496	-	180,000	4,601,496
	<u>4,421,496</u>	<u>-</u>	<u>180,000</u>	<u>4,601,496</u>



Notes to and forming part of the financial statements  
For the year ended 31 December 2010

16 Additional Financial Instruments Disclosure (continued)

(a) Interest Rate Risk

Aspect's exposure to interest rate risk and the effective weighted average interest rates for classes of financial assets and financial liabilities, is set out below:

	Note	Weighted average interest	Floating interest rate	Fixed interest maturing in:			Non- interest bearing	Total
		%	\$	1 year or less	1 to 5 years	More than 5 years	\$	\$
<b>2010</b>								
<i>Financial Assets</i>								
Cash assets and cash equivalents	6, 8	4.37	2,817,844	191,583	-	-	4,798	3,014,225
Trade and other receivables	7		-	-	-	-	1,514,688	1,514,688
Other financial assets	8	4.92	-	3,922,657	-	-	-	3,922,657
			2,817,844	4,114,240			1,519,486	8,451,570
<i>Financial liabilities</i>								
Trade and other payables	11		-	-	-	-	7,495,971	7,495,971
Bank Loan	12	8.77	-	124,374	411,275	1,155,002	-	1,690,651
Employee benefits	13		-	-	-	-	2,780,427	2,780,427
				124,374	411,275	1,155,002	10,276,398	11,967,049
<b>2009</b>								
<i>Financial Assets</i>								
Cash assets and cash equivalents	6	1.61	1,374,329	177,366	-	-	12,000	1,563,695
Trade and other receivables	7		-	-	-	-	1,522,982	1,522,982
Other financial assets	8	4.86	-	4,601,496	-	-	-	4,601,496
			1,374,329	4,778,862	-	-	1,534,982	7,688,173
<i>Financial liabilities</i>								
Trade and other payables	11		-	-	-	-	6,285,705	6,285,705
Bank Loan	12	7.85	-	75,024	1,691,010	-	-	1,766,034
Employee benefits	13		-	-	-	-	2,822,781	2,822,781
			-	75,024	1,691,010	-	9,108,486	10,874,520

## Notes to and forming part of the financial statements For the year ended 31 December 2010

### 16 Additional Financial Instruments Disclosure (continued)

Aspect has performed a sensitivity analysis relating to its exposure to interest rate risk at balance date. This sensitivity analysis demonstrates the effect on current year results and equity which could result from a change in this risk. As at 31 December 2010, the effect on profit and equity as a result of changes in the interest rate, with all other variables remaining constant, would be as follows:

	2010	2009
	\$	\$
Change in surplus		
Increase in interest rate by 1%	52,414	45,532
Decrease in interest rate by 1%	(52,414)	(45,532)
Change in equity		
Increase in interest rate by 1%	52,414	45,532
Decrease in interest rate by 1%	(52,414)	(45,532)

#### (b) Credit Risk Exposures

Credit risk represents the loss that would be recognised if counterparties failed to perform as contracted.

##### *Recognised financial instruments*

The credit risk on financial assets, excluding investments of Aspect, which have been recognised on the Statement of Financial Position, is the carrying amount, net of any provision for doubtful debts.

Aspect minimises concentrations of credit risk by undertaking transactions with a large number of customers and counterparties.

#### (c) Liquidity Risk

Liquidity risk arises from the possibility that the company might encounter difficulty in settling its debts or otherwise meeting its obligations related to financial liabilities. During 2010, the company managed risk through the following mechanisms:

- Preparing forward looking cash flow analysis in relation to its operational, investing & financing activities;
- Maintaining a reputable credit profile;
- Managing credit risk related to financial assets;
- Investing only in surplus cash with major financial institutions; and
- Comparing the maturity profile of financial liabilities with the realisation profile of financial assets

#### (d) Net Fair Value Of Financial Assets And Liabilities

Aspect's financial assets and liabilities included in assets and liabilities in the Statement of Financial Position are carried at amounts that approximate net fair value. These include bank term deposits, receivables, other financial assets, and trade creditors and borrowings.

### 17 Remuneration of Directors

The Directors of Aspect receive no remuneration.

### 18 Related Party Transactions

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

### 19 Fundraising Appeals conducted during the Financial Period

Fundraising appeals conducted during the financial period included mail appeals, payroll giving, raffles, Comedy Night, Celebrity Golf Day, adventure challenges, merchandise sales, applications to trusts, foundations and registered clubs, donations provided by corporate, community group and club fundraising events and the general receiving of directly and indirectly solicited donations and bequests.



Notes to and forming part of the financial statements  
For the year ended 31 December 2010

19 Fundraising Appeals conducted during the Financial Period (continued)

This money helped to supplement the income received from governments and fees. As a result Aspect was able to expand the range and level of the services provided for people with autism and their families.

In particular this income was used to fund part of the redevelopment of Aspect's schools, resources for Aspect schools, Aspect early intervention services, Someone to Turn To..., Autism Information Line, some services for adults with autism and some of the work of the Aspect Research team.

The costs of raising these funds amounted to 37% (2009: 49%) of the gross revenue received. This included the costs of events, all promotional activity and the payment for all administrative services including salaries for Relationship Fundraising staff.

	Note	2010 \$	2009 \$
<b>Results of fundraising appeals</b>			
Gross proceeds from fundraising appeals		1,781,571	1,341,309
Less: Total costs of fundraising appeals		(666,265)	(664,032)
Net surplus obtained from fundraising appeals		<u>1,115,306</u>	<u>677,277</u>

20 Notes to the Cash Flow Statement

(i) Reconciliation of Operating Surplus for the Year to  
Net Cash provided by Operating Activities

Operating surplus for the year		4,994,072	939,201
Add: Non-cash items			
(Gain)/loss on sale of Property and Equipment		(530,070)	76,874
Depreciation & amortisation	3(a)	701,666	563,366
Net realised (losses) from investment portfolio		-	(366,271)
Net cash provided by operating activities before change in assets and liabilities		<u>5,165,668</u>	<u>1,213,170</u>
Change in assets and liabilities during the financial year:			
(Decrease)/increase in provisions		(42,354)	363,931
Decrease/(increase) in net receivables	7	8,294	2,230,038
Decrease/(increase) in other current assets	9	(1,018,959)	(292,550)
Increase/(decrease) in payables	11	<u>1,210,266</u>	<u>(3,768,553)</u>
Net cash (used in) / provided by operating activities		<u>5,322,915</u>	<u>(253,964)</u>

(ii) Reconciliation Of Cash

For the purposes of the Statement of Cash Flows, cash includes cash on hand, cash at bank and cash equivalents and short-term deposits at call, net of outstanding bank overdrafts. Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Statements of Financial Position as follows:

Cash at bank and on hand	6	2,822,642	1,386,329
Bank term deposits	8	<u>191,583</u>	<u>177,366</u>
		<u>3,014,225</u>	<u>1,563,695</u>

21 Economic Dependency

Aspect's ongoing operations are dependent on continued funding by the federal government and the state government of New South Wales.



## Notes to and forming part of the financial statements For the year ended 31 December 2010

### 22 Key Management Personnel Compensation

Names and positions held by the key management personnel in the Executive in 2010 were:

1. Adrian Ford Chief Executive Office
2. David Renneberg Director, Finance, Property & IT
3. Julie Hook Director, Positive Partnerships
4. Mark Schlosser Director, Community Services & People
5. Dr Trevor Clark Director, Education & Research

	<i>Salary &amp; Fees</i>	<i>Superannuation</i>	<i>Non-Cash Benefit</i>	<i>Total</i>
<i>2010 -Total Compensation</i>	<i>773,871</i>	<i>65,492</i>	<i>138,780</i>	<i>978,144</i>
<i>2009 -Total Compensation</i>	<i>1,297,584</i>	<i>98,386</i>	<i>291,240</i>	<i>1,687,210</i>

#### Note:

There was an Executive re-structure effective from 1 July 2010 which reduced the Executive from ten to five personnel as listed above.

### 23 Events after Balance Sheet Date

There has not arisen in the interval between the end of the financial year and the date of this report any item, transaction or event of a material and unusual nature likely, in the opinion of the directors of Aspect to affect significantly the operations of Aspect, the results of the operations, or the state of affairs of Aspect, in subsequent financial years.

The financial report was authorised for issue on 13th April 2011 by the Board of Directors.

### 24 Accounting Standards and Australian Interpretation

There have been Australian Accounting Standards and Australian Accounting Interpretation issued or amended, which are applicable to Aspect, but are not yet effective. They have not been adopted in the preparation of the financial report, as it is believed these will have no material effect.

### 25 Entity Details

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

Building 1, Level 2  
14 Aquatic Drive  
Frenchs Forest  
NSW 2086

PO Box 361  
Forestville NSW 2087

Telephone: (02) 8977 8300  
Facsimile: (02) 8977 8399



## Directors' Declaration

The Directors of Autism Spectrum Australia (Aspect) declare that:

- (a) the financial statements and notes, set out on pages 35 to 55 are in accordance with the Corporations Act 2001:
  - (i) comply with Accounting Standards and Corporations Regulations 2001; and
  - (ii) give a true and fair view of the financial position of the Company as at 31 December 2010 and of its performance for the year ended on that date.
- (b) 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.



K. Perkin  
Board Chair

Dated this 14<sup>th</sup> day of April 2011 at Sydney.

## Declaration by Chief Executive Officer in respect of fundraising appeals

### Opinion

I, Adrian Ford, Chief Executive Officer of Autism Spectrum Australia (Aspect) declare, in my opinion:

- (a) the financial statements give a true and fair view of all income and expenditure of Autism Spectrum Australia (Aspect) with respect to fundraising appeal activities for the financial year ended 31 December 2010;
- (b) the Balance Sheet gives a true and fair view of the state of affairs with respect to fundraising appeal activities as at 31 December 2010;
- (c) the provisions of the Charitable Fundraising (NSW) Act 1991 and the Regulations under that Act and the conditions attached to the authority have been complied with during the period from 1 January 2010 to 31 December 2010; and
- (d) the internal controls exercised by Autism Spectrum Australia (Aspect) are appropriate and effective in accounting for all income received and applied from any fundraising appeals.

Dated this 14<sup>th</sup> day of April 2011 at Sydney.



Adrian Ford  
Chief Executive Officer

Grant Thornton Audit Pty Ltd  
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### **Independent Auditor's Report To the Members of Autism Spectrum Australia (Aspect)**

We have audited the accompanying financial report of Autism Spectrum Australia (Aspect) (the "Company"), which comprises the statement of financial position as at 31 December 2010, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, a summary of significant accounting policies, other explanatory notes to the financial report and the directors' declaration.

#### **Directors responsibility for the financial report**

The Directors of the Company are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Corporations Act 2001. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that are free from material misstatement, whether due to fraud or error. The Directors also state, in the notes to the financial report, in accordance with Accounting Standard AASB 101 Presentation of Financial Statements, that compliance with the Australian equivalents to International Financial Reporting Standards ensures that the financial report, comprising the financial statements and notes, complies with International Financial Reporting Standards.

#### **Auditor's responsibility**

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards which require us to comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error.

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In making those risk assessments, the auditor considers internal control relevant to the Company's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Directors, as well as evaluating the overall presentation of the financial report.

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

### **Independence**

In conducting our audit, we have complied with the independence requirements of the Corporations Act 2001.

### **Auditor's opinion**

In our opinion:

- a the financial report of Autism Spectrum Australia (Aspect) is in accordance with the Corporations Act 2001, including:
  - i giving a true and fair view of the Company's financial position as at 31 December 2010 and of its performance for the year ended on that date;
  - ii complying with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Corporations Regulations 2001;
  - iii the financial report and associated records have been properly kept during the year in accordance with the Charitable Fundraising Act 1991 and the regulations;
  - iv monies received as a result of fundraising appeals conducted during the year has been properly accounted for and applied in accordance with the Charitable Fundraising Act 1991 and its regulations;
  - v there are reasonable grounds to believe Autism Spectrum Australia (Aspect) will be able to pay its debts as and when they fall due; and
- b the financial report also complies with International Financial Reporting Standards as disclosed in the notes to the financial statements.

GRANT THORNTON AUDIT PTY LTD  
Chartered Accountants

C. Farley  
Director – Audit & Assurance

Sydney, 14 April 2011

**Statement of operations (not subject to audit opinion)  
For the year ended 31 December 2010**

	2010 \$	2009 \$
<b>Income</b>		
School and residence fees	2,603,478	1,772,705
Fee for Service	1,697,297	2,433,602
Training	154,626	184,540
Federal grants		
- DEEWR (Federal Dept of Education, Employment & Workplace Relations)	15,598,510	14,802,523
- Capital	3,562,369	2,398,000
- Other	3,053,369	2,961,095
State grants		
- DET (NSW Dept of Education & Training)	17,332,463	14,562,685
- ADHC (NSW Dept Ageing, Disability & Home Care government agency)	3,948,430	4,170,111
- Other	219,600	161,400
Donations and bequests	596,776	403,456
Fundraising projects	1,184,795	937,853
Interest and dividends	327,833	410,750
Gain on disposal of Property and Equipment	527,308	
Other revenue	71,306	139,655
<b>Total income</b>	<b>50,878,160</b>	<b>45,338,375</b>
<b>Expenditure</b>		
Audit costs	67,984	66,567
Computer costs	257,012	830,647
Consulting fees	4,038,987	4,052,693
Depreciation	701,666	563,366
Doubtful debts	57,874	33,903
Financial charges	79,192	60,617
FBT payable	123,780	144,040
Gas, power, rates	108,856	81,256
Housekeeping	1,741	4,852
Provision for long service leave	154,841	506,561
Insurance	805,362	748,803
Interest paid	13,700	22,444
Legal expenses	78,552	61,040
Loss on sale of fixed assets	-	76,875
Meetings and seminars	84,475	283,203
Motor vehicle expenses, mileage	590,546	807,536
Other business expenses	1,014,328	559,816
Printing, stationery, postage, courier	799,867	898,170
Promotion	72,907	176,112
Recreations	5,859	7,916
Relief staff	154,687	320,258
Rent and related expenses	1,002,143	725,079
Repairs, maintenance and cleaning	330,143	294,447
Salaries and wages	31,020,560	27,710,951
Staff amenities, sundry expenditure	37,248	248,532



Statement of operations (not subject to audit opinion)  
For the year ended 31 December 2010

Expenditure (continued)

	2010	2009
	\$	\$
Staff recruitment and training	99,529	196,991
Subscriptions	83,124	51,116
Superannuation	2,474,703	2,215,976
Teaching aids, materials	111,022	224,707
Telephones	251,663	370,650
Transport	931,201	1,229,933
Venue hire	330,536	824,117
Total Expenditure	<u>45,884,088</u>	<u>44,399,174</u>
<b>Operating surplus for the year</b>	<u>4,994,072</u>	<u>939,201</u>





#### LIFE GOVERNORS

Ian Barnett	Betty Hatch
Jim Bryant	Larry Rawstorne
Rick Damelian	Ray Seager
David Epper	Andrew Vern Barnett AM MBE
David Foster	Peter Werner
Gerry Harvey	A Whelan

#### LIFE MEMBERS

Roger Allen OAM	Marjorie McDonald OAM
George Andrews	Jill McGrath
Julie Anthony AM OBE	Tony McGrath AM
Mark Bowen	Shirley McIntosh
Val Browne OAM	Cath Mount
Geraldine Bryant	Ron Mulock
J C Crow	Claire O'Keefe
Peter Dodd	Robert Pesavento
H Emanuel	Kathleen Pigram
Mark Fogarty	Ostilio Pisanu
John Gerahty	Gretchen Poiner
John Gibbs	A Polyblank
Patricia Gibbs	D Robbins
Marie Goodare	Jacqueline Roberts
Nancy Graham-Taylor	Weston Ryan
Sybil Joel	Basil Sellers AM
Judith Johnson	John Shand
Olivia Keighley	Jean Slaughter
Joyce Kennedy	Paul C J Smith
Marion Kingston	David Stead
Errol Larbalestier	Margaret Stead
P Mayne	Andrea Werner
Michael McColm	

Former Aspect Life Member Arthur W Bryne was awarded a posthumous AM in 2010 for his long term support of many charities including Aspect. We are forever grateful for his generosity.



autism spectrum  
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