



# Annual Report 2020



# Acknowledgements

Thank you to...

**INDIVIDUAL MEMBERS** .....3641 Individual and Family members

**PATRON** .....Dr Carmen Lawrence

**HONORARY LIFE MEMBERS** .....Deirdre Croft

## Organisational Members

### PREMIUM PLUS SUPPORTERS




## PREMIUM SUPPORTERS



## STANDARD SUPPORTERS





A close-up photograph of a woman and a young child. The woman, on the right, has blonde hair and is smiling, looking down at the child. She has red paint smeared on her nose, cheek, and chin. The child, on the left, is looking down and has red paint smeared on their cheek. Both are holding paintbrushes. The background is a soft, out-of-focus light color.

Developmental Disability WA (DDWA) was established in 1985 and is a trusted source of independent information, advocacy, education and support for people with intellectual and other developmental disability, their families and the people who support them.

# DDWA Works In 3 Main Ways:



To support people with developmental disability and their families to have a strong voice and seek change where needed.

To influence government and other decision-makers to achieve positive and lasting change.



To build the expectations and capacity of people with developmental disability and their families.

To inform people and families about their rights, choices and options in services and supports.



To support people with developmental disability and their families to live their lives.

To partner with others to develop more connected and inclusive communities.

# Our Board

## Board Executive:

### **Chairperson (From March 2020)**

Kieron Flynn .....Parent Representative

### **Deputy Chair**

Brendon Bleakley ....Associate Principal Atwell College

### **Treasurer**

Deane Criddle .....Parent Representative

### **Secretary**

Andrea Moss.....Consumer Representative

## Board Members:

### **Member**

Michelle Bilson .....Organisational Member: Activ Foundation

### **Member**

Mal Cronstedt .....Parent Representative (Former Chair)

### **Member**

Darren Ginnelly .....Organisational Member: My Place

### **Member (Resigned February 2020)**

Liz Handley.....Community Representative (Former Chair)

### **Member**

Bill Marchbank.....Parent Representative (Former Treasurer)

Further information @ [www.ddwa.org.au/our-board/](http://www.ddwa.org.au/our-board/)

# Working in Partnership

## DDWA ARE MEMBERS OF:



Western Australian representative  
(DDWA CEO Deputy Chair)



**Microboards**  
Australia | a board just for me



Australian Society on Intellectual Disability



## DDWA PROVIDED REPRESENTATION ON:

WA Ministerial Advisory Council on Disability (MACD)

Coalition of Disability Advocacy Organisations WA (DDWA CEO Chair)

WA Electoral Commission - Disability Reference Panel

Dept. of Communities - Specialist Disability Accommodation Reference Group

Dept. of Communities - ACROD Eligibility Review Reference Body

## DDWA'S FUNDERS INCLUDE:

WA Department of Communities

National Disability Insurance Agency

WA Department of Education – Non-Government Centre Support Program

# Chairperson's Report

It is inevitable that any challenges faced by organisations such as DDWA should this year be overshadowed by COVID-19.

But it is to the very great credit of our CEO, Mary Butterworth, and her team of committed staff that the organisation has not merely survived but thrived amid universal uncertainty and instability.

DDWA has maintained the trajectory of improving financials, launched some two years earlier under my predecessor Mal Cronstedt and then Treasurer Bill Marchbank.

Current Treasurer Deane Criddle has continued that work since taking office at last year's AGM, and DDWA is now enjoying a period of security unmatched for many years.

Diversified revenue sources have delivered considerable relief, as we find our way post the NDIS transition, a period of upheaval for most of our individual and organisational members alike.

Despite the positive trends, it is essential DDWA continues to build on these foundations to guarantee our survival in the future – whatever changes the world presents us with.

This focus on matters of finance may appear a little abstract to many members, but in practical terms it means DDWA can continue to offer the services and support its members expect and deserve, with the overarching objective to enhance quality of life for people with developmental disability and their families.

Thank you for your continued support.

**Kieron Flynn**



# Chief Executive Officer's Report

Despite the COVID 19 turbulence, our wonderful team of highly skilled and dedicated staff have continued to work hard and provide quality support and services to our members throughout the year. Some of our achievements include:

**Building Self-Advocacy in WA** – Since our inception DDWA has largely been supporting people with developmental disability by supporting their families. This year we were able to secure a three-year NDIS grant to also focus on educating people with intellectual disability to stand up for themselves, otherwise known as self-advocacy. We will be running the 'Keys to Success', an awareness and skill building program in schools, group homes and at DDWA during 20/21.

**Including people with intellectual disability in governance** – Part of our Self Advocacy development work has also been to lay the foundations to set up an advisory group to the board, led by people with intellectual disability. This has been an important step in ensuring the DDWA of the future, responds to both individual and family perspectives.

**Developing NDIS Support Coordination** – With only 17 clients in July 2019 and 170 in June 2020, this service has grown exponentially. We now have 10 Support Coordinators working throughout the metropolitan area and we also provide some regional services.

**Providing information and support** – Whilst many people have not been able to obtain NDIS funding, we have been able to provide quality information on increasingly complex issues and provide a listening ear when needed. Further to this, we have responded to member feedback and are re-designing our website to improve accessibility and provide information by topic, so relevant information can easily be found in one place on the website eg. Behaviour, Autism, Education.



**Advocating systemically** – At a state and national level we have been working with Inclusion Australia, the Disability Advocacy Network Australia, the Coalition of Disability Advocacy Organisations and numerous others to address a multitude of issues facing our members, particularly in relation to the NDIS. With a new NDIS State Manager in place, we are starting to see some light at the end of a long tunnel. Other issues of great concern which are yet to be resolved include:

- How parents with intellectual disability and their children are treated.
- Access to the mental health system for people with intellectual disability and/or autism.
- Lack of independent advocacy support for Wards of the State with developmental disability leaving the foster care system.
- Families resorting to emergency departments for support when young people behave in extremely challenging ways.
- Lack of robust skills and knowledge within the disability sector about how to support people with complex communications needs i.e. little or no verbal speech.

My sincere thanks to our board and staff for their passion, time and commitment through a challenging year. My thanks also to our individual and organisational members who continue to give us inspiration and direction in everything that we do.

**Mary Butterworth**

# Key Projects

**Education** – One of our key outcomes has been the provision of education advocacy and the subsequent report to the Ministers for Education and Disability Services. Three clear messages emerged; firstly, to ensure the National Disability Standards in Education are implemented, secondly that a targeted communication strategy is developed for families eg. a parent portal on the Education Department website related to students with disability, and lastly the provision of an ongoing education specific advocacy service.

**Individual Advocacy** – DDWA received new project funding for individual advocacy and this grant has enabled us to focus on supporting people with complex needs, in particular people with little or no speech (Complex Communication Needs). Over the past 12 months our team have developed the service to better support people in navigating the NDIS, negotiating education issues and participating in guardianship matters at the State Administrative Tribunal. We are continuing to seek stable funding both at a state and national level to provide more specialised individual advocacy services.









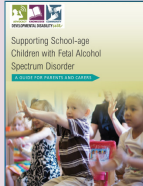
**Side By Side Program** – Since 2012, this family led peer program has continued to support families who experience challenging behaviour despite erratic funding. This year we celebrated being awarded a three-year NDIS grant to focus on developing the program and expanding its reach across WA.

**Swimming For All** – We received a number of requests for advocacy related to children with Autism being excluded from swimming classes. This led us to obtain funding to develop an online training program for swimming teachers and pool attendants. This program aims to develop their awareness and skills in how to better support students with disability so they feel welcome and learn to swim safely in the pool. We are delighted that the Royal Life Saving Society WA now want to work with us to potentially use our learning modules in the education of all people who teach swimming.

**Making my Own Decisions: Supporting people with complex communication needs** – The concept of Supported Decision Making is not new, however typically it hasn't focussed on the needs of people with more significant intellectual disability and complex communication needs. This project has identified three stages in supporting people, from the Preference stage (providing increased opportunities), Communicator stage (shaping preferences into decisions) and Determination stage (weighing up pros/cons and communicating their decision).

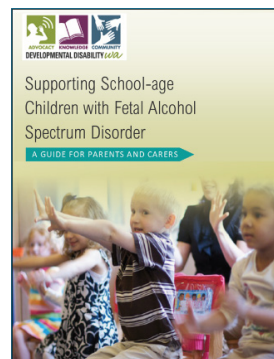
**Customising a Job** – We all know it is much harder for a person with intellectual disability to obtain a mainstream job. In our 'Customising a Job' project we have been able to breakdown the process so that families can understand the concept and encourage employers to consider customised roles for their son or daughter with disability, even for just a few hours a week to start with. So often employment is gained through someone you know and so this information package (available online in 20/21) will help start the process.

# Our year at a glance

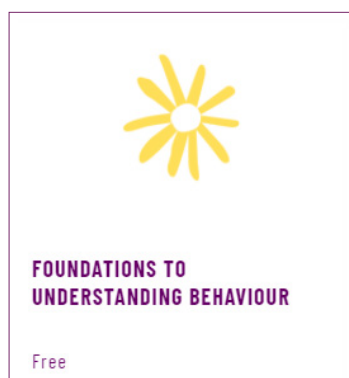
<div>3641</div> <div>Individual Members</div>		
<div>359</div> <div>  </div>	<div>139</div> <div>  </div>	
New Members in 2019/2020		Education Advocacy Enquiries
<div>30</div> <div>  </div>	<div>20</div> <div>Events</div> <div>587</div> <div>Attendees</div> <div>  </div>	
Organisational Members		DDWA Events / Workshops
<div>2343</div> <div>  </div>	<div>1117</div> <div>  </div>	
DDWA Facebook Followers		DDWA Resource Book Downloads
<div>193</div> <div>  </div>	<div>518</div> <div>  </div>	
Side by Side Facebook Group		Most Popular Resource Downloaded: "Fetal Alcohol Spectrum Disorder"



# New Resources 2019 – 2020



# New Online Learning Courses





# Treasurer's Report

The financial climate has been challenging in 2020. Still, with a steely resolve and proactive management of the business, the team have done a fantastic job to increase operating income and retain a surplus of funds to progress the organisation towards financial sustainability.

I would firstly like to acknowledge the incredible work of our DDWA team including our CEO Mary Butterworth, Sue Birch as Finance Manager, the DDWA board, including the Finance and Risk Subcommittee and all staff for their tireless work.

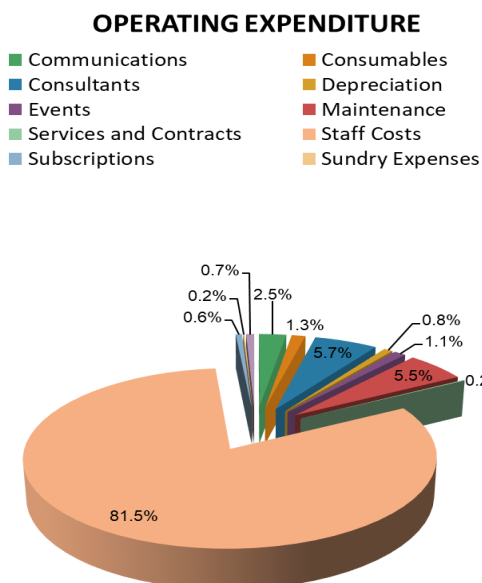
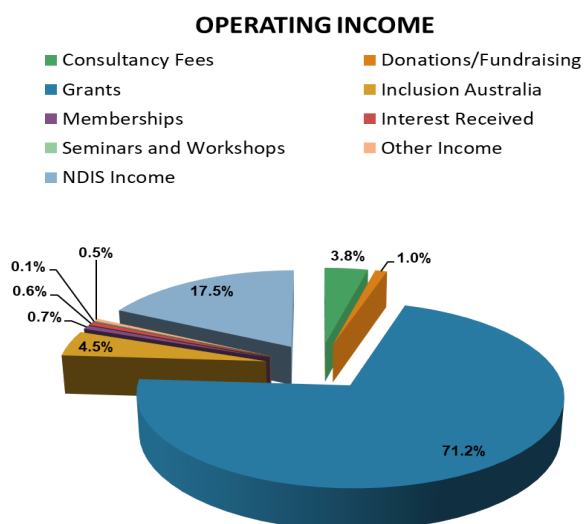
## 1. Summary Position as at 30 June 2020:

- Operating Income improved by 21% to \$1,091,032 versus last year of \$899,819. Operating expenditure was mainly in line with the growth in income at 24%.
- The surplus of \$133,601 is a combination of the operating profit of \$54,233 plus a non-operating adjustment of \$79,368. This adjustment relates to the stimulus cash flow boost and an adjustment to the sick leave provision to reflect historical actuals. Retained earnings at 30 June 2020 is \$307,972, an increase of 78% against 2019.

GRANT FUNDING	TOTAL OPERATING INCOME	TOTAL OPERATING EXPENSES	DEFICIT / SURPLUS	RETAINED EARNINGS
\$777,355	\$1,091,032	\$1,036,799	\$133,601	\$307,972
9%	21%	-24%	115%	78%

## 2. Operating Income and Expenditure

- 71% of the operating income is generated by grants, with 18% via NDIS mainly through Support Coordination.
- 81% of the operating expenditure is staff costs with the majority of the balance spread over maintenance, communications, subscriptions and travel. Additional staff costs have been utilised to establish support coordination as a new income stream.



## 3. Historical Financials:

Over the last five years, DDWA has seen a decline in grant funding. Still, we have been able to turnaround the operating results of the organisation through income diversification via Support Coordination (NDIS) and stringent cost control. This fantastic result has been achieved whilst continuing to serve the needs of our members and the community. Pleasingly our operating result has improved from 5 years ago with a loss of \$56,837 in 2016 to a profit of \$54,233 in 2020. The organisation has been able to retain those funds from a base of \$116,388 in 2016 to \$307,972 retained earnings in 2020.

METRIC	REPORT YEAR (2020)	PREVIOUS YEAR (2019)	% CHANGE	5 YEAR TREND
GRANT FUNDING	\$777,355	\$715,238	9%	
NDIS INCOME	\$191,073	\$67,961	181%	
OTHER INCOME	\$122,604	\$116,620	5%	
<b>TOTAL OPERATING INCOME</b>	<b>\$1,091,032</b>	<b>\$899,819</b>	<b>21%</b>	
STAFF / CONSULTANT COSTS	\$905,864	\$698,385	-30%	
EVENTS, TRAVEL AND COMMS	\$44,322	\$59,515	26%	
<b>TOTAL OPERATING EXPENSES</b>	<b>\$1,036,799</b>	<b>\$836,895</b>	<b>-24%</b>	
OPERATING PROFIT / LOSS	\$54,233	\$62,924	-14%	
NON-OPERATING ADJUSTMENT	\$79,368	-\$720	11123%	
<b>DEFICIT / SURPLUS</b>	<b>\$133,601</b>	<b>\$62,204</b>	<b>115%</b>	
<b>RETAINED EARNINGS</b>	<b>\$307,972</b>	<b>\$173,494</b>	<b>78%</b>	

#### 4. Upcoming Financial Year

The new financial year poses several challenges, notably the security of funding and providing a stable environment for our staff. We will continue to pursue grant funding whilst looking to diversify our income where possible.

If we can secure similar levels of funding, we expect to deliver a comparable operating result this financial year. This funding will provide significant benefits to our members and the community we serve and continue our drive towards financial sustainability.

The board undertook a review of DDWA's Strategy in 2020 which has placed the organisation in a strong position to deliver on our financial plan including;

- i. maintaining \$500,000 in retained earnings
- ii. providing an opportunity to generate non-grant income streams and
- iii. ability to provide advocacy and other support for the community.

**Deane Criddle**



# LETIZIA PALMER

CHARTERED ACCOUNTANTS

## **DEVELOPMENTAL DISABILITY COUNCIL OF WA (INC)**

**ABN: 61 889 503 484**

**Independent Audit Report to the members of association, DEVELOPMENTAL DISABILITY COUNCIL OF WA (INC)**

### **Qualified Auditors Opinion**

As is consistent with this type of organisation, there are limited controls over receipts of sale income, grants and the like. These amounts are recorded only when banked and recorded, so accordingly this audit is limited to the amounts recorded. Therefore we unable to form an opinion.

In our opinion, subject to the effects of such adjustments, if any, as might have been determined to be necessary had limitation discussed above not existed, the financial report of DEVELOPMENTAL DISABILITY COUNCIL OF WA (INC) presents fairly the assets and liabilities as at 30 June 2020 and the income and expenditure of the association for the year then ended in accordance with the basis of accounting described in Note 1 to the financial statements.

**Name of Firm:** Letizia Palmer Chartered Accountants



**Name of Director:** Vic Letizia

**Address:** 544 Beaufort Street, Mt Lawley WA 6050

**Dated this** 25 **day of** September 2020

## **DEVELOPMENTAL DISABILITY COUNCIL OF WA (INC)**

**ABN: 61 889 503 484**

### **Independent Audit Report to the members of association, DEVELOPMENTAL DISABILITY COUNCIL OF WA (INC)**

#### **Auditor's responsibilities for the audit of the financial report**

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

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

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

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

We also provide the committee members with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

## **DEVELOPMENTAL DISABILITY COUNCIL OF WA (INC)**

ABN: 61 889 503 484

### **Independent Audit Report to the members of association, DEVELOPMENTAL DISABILITY COUNCIL OF WA (INC)**

#### **Report on the audit of the financial report**

##### **Opinion**

I have audited the accompanying financial report, being a special purpose financial report, of DEVELOPMENTAL DISABILITY COUNCIL OF WA (INC) (the association), which comprises the balance sheet as at 30 June 2020, the income statement, and notes to the financial statements, including a summary of significant accounting policies and management's assertion statement.

In my opinion, the accompanying financial report of the association for the year ended 30 June 2020 is prepared, in all material respects, in accordance with the Associations Incorporation Act 2015.

##### **Basis of opinion**

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial report section of my report. I am independent of the association in accordance with the auditor independence requirements of the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the code.

I confirm that the independence declaration required by Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, which has been given to committee members, would be in the same terms if given as at the time of this auditor's report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### **Responsibility of management and those charged with governance**

Management is responsible for the preparation and fair presentation of the financial report in accordance with the Association Incorporation Act 2015 and for such internal control as management determines is necessary to enable the preparation of the financial report is free from material misstatement, whether due to fraud or error.

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

Those charged with governance are responsible for overseeing the association's financial reporting process.

## **DEVELOPMENTAL DISABILITY COUNCIL OF WA (INC)**

**ABN: 61 889 503 484**

**Independent Audit Report to the members of association, DEVELOPMENTAL DISABILITY COUNCIL OF WA (INC)**

### **Qualified Auditors Opinion**

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**Name of Firm:** Letizia Palmer Chartered Accountants



**Name of Director:** Vic Letizia

**Address:** 544 Beaufort Street, Mt Lawley WA 6050

**Dated this** 25 **day of** September 2020



# Our team

## Administration

Mary Butterworth ..... Chief Executive Officer  
Sue Birch..... Finance & HR Manager  
Teresa Pracilio ..... Administration Manager  
Cath Brindley ..... Quality Manager  
Narelle Green ..... Admin & Finance Officer  
Gabrielle Clark..... Communications Officer  
Jessica Toster ..... Office Assistant

## Advocacy

Jaquie Mills ..... Advocacy Projects Director  
Maxine Drake..... Senior Advocate  
Leticia Grant..... Advocate and Communication Partner  
Laura Jones..... Communications Consultant  
Alicia Gorman ..... Supported Decision Making Project Manager  
Beth Marchbank..... Self Advocacy Project Manager  
Justin Storen ..... Self Advocacy Leader (Casual)

## Family Peer Support (Side By Side)

Bronwyn Pike..... Behaviour Projects Director  
Maggie Visser..... Side by Side Project Manager  
Jodie Campbell ..... Family Partner (Casual)  
Tara Gordon ..... Family Partner (Casual)  
Nicole Ikin..... Family Partner (Casual)  
Deb Walker..... Family Partner (Casual)  
Di Murphy ..... Family Partner (Casual)

## Support Coordination

Anne Livingston ..... Support Coordination Manager  
Kelly Arfuso ..... Support Coordinator  
Heidi Brandis ..... Support Coordinator (Specialist)  
Andrew Fairbairn ..... Support Coordinator  
Anne Liddelow ..... Support Coordinator  
Helen Owen ..... Support Coordinator  
Amy Stewart ..... Support Coordinator (Specialist)  
Trish Turk ..... Support Coordinator  
Kylie Van der Watt ..... Support Coordinator  
Tracey Wilson ..... Support Coordinator

\* 31 Part time staff (11.75 Full time equivalent staff) as of the 1<sup>st</sup> October 2020.

## External Consultants

Jill Mason ..... Disability Awareness  
Debbie Lobb ..... Behaviour  
Sue Robertson ..... Employment  
Richard Sanders ..... Education





**City West Lotteries House**

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Western Australia

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[www.ddwa.org.au](http://www.ddwa.org.au)