



1st October 2021.

REPORT ON APEX AUSTRALIA FINANCIAL AND COMPLIANCE MATTERS

It was brought to the National Board's attention at March 2021 Face to Face meeting that there were some issues with the compliance and financials of the Association. After initial investigation and given that our contracted National Office had resigned, there was a need to redesign and retender this role. At the end of the weekend meeting myself and Leon Budden put a proposal to the board that we would jointly take over the role of National Office for the current financial year with the following goals to be achieved by the end of the term.

1. Assess the compliance of the National office and report to the National board issues and solutions to bring everything to compliance.
2. Document the systems, roles and responsibilities of all those involved in the National Office. Volunteers, Staff and Contractors.
3. Run the National office for the financial year with the ability to hand over at the end of the financial year.

WHAT WE FOUND and WHERE WE ARE AT TO DATE

1. On full investigation of the National Office we found the following issues a. The entity which the association is trading in is not the entity registered for GST. b. Six BAS were not lodged. c. Contractors did not have agreements in place. The financials and audits for 2019-2020 and 2020-2021 had not be completed. d. There is an overabundance of Bank accounts and legal entities that are no longer required given the size of the association currently. e. There is no documented systems in place for the administration and financials and therefore no second check.
2. A meeting of "experts" took place in late August when we finally ascertained that the appointed auditor had to date done nothing at all on both outstanding and current financials. The meeting was to gain input and direction for moving forward and what was required to sort any outstanding compliance. Present for the meeting was Daniel Chappel (accountant and Apexian), Jes JG Audit (auditor specialising in Not for Profits), Yolanda Smart (the Associations current Book keeping Contractor), Myself (NOM and Business Managing Director) and Leon (Legal and Compliance / Lawyer).

From this meeting it was decided that Daniel from Synergy Accountants would prepare the financials for the last two years and then at EOFY this current financial year and then pass on to JG Audit for auditing. The Per Annum cost will be less than the original appointed auditor. This is well underway. It was held up by trying to retrieve a copy of our accounting file from a previous platform. This is now done and we are on target of the two years financials being completed and audited by the end of October. That the entity ACI was not required and that Leon would work through the process of winding it up thus reducing our costs and simplifying things. WIP The Auditor suggested that a separate accounting file be set up and run for Apex Australia Charitable Fund. This has been done and backdated to be current as of the beginning of this financial year. That our entity we trade in Apex Australia be registered for GST. Completed.

GOOD NEWS

The historical issues have now been dealt with and will be finalised within a realistic time frame by the end of October. For the current year, compliance is up to date and I am 85% completed documenting the Roles and Responsibilities of all those involved in the administration of the Association and systems checklists required to run the National office from year to year in the future. At the end of this financial year the Associations Accounts will be finalised early July, Prepared by the accountants by end of July and audited and available by the end of August.

Monthly Financial reports are once again being tabled at the monthly National Board Meetings.

In Summary, there was a lot of issues that have been going on for some years now. I believe that the biggest cause of this is the lack of documented systems and lack of second check in place. Leon and myself took on the role to address the issues and future proof the administration of the Association so that all of the members of this great Association can get out and do what Apexians do best. Serve the Community. Any member is welcome to call or email me if they have any queries.



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