

Meeting of: FIT Annual General Meeting

Date: Saturday 17 November, 2018

Time: 8.45am – 10.00am

Venue: EQ Café, 70 Kent Street, Deakin



Item	Responsibility	
1. Attendees and apologies	Secretary	
2. Minutes of previous annual general meeting – for approval	Secretary	Attachment 1 – 2017 AGM Minutes
3. Triathlon ACT report	TACT President Alex Gosman	
4. President's report	President Sue Lyons	
5. Treasurer's report 5.1. Statement of accounts 5.2. Appointment of auditors		Attachment 2 – 2017-18 audited financial reports
6. Coaches report	Coaching Coordinator Chel Haynes	Attachment 3 – Coaching Pathways
7. Membership report	Memberships officer Andrea McDonald	
8. Election of 2018-19 Office bearers	Members	
9. Nominations for life membership	President	
10. Other business		
11. Close of meeting		

1. ATTENDEES AND APOLOGIES

APOLOGIES:

Lisa Downs

Heidi Livermore

Frances McPherson

2. MINUTES OF PREVIOUS ANNUAL GENERAL MEETING – FOR APPROVAL

The minutes of the Annual General Meeting held on Saturday 18 November, 2017 are attached.

3. TRIATHLON ACT REPORT

Alex Gosman, Triathlon ACT President will provide a report of Triathlon ACT activity 2017-18.

4. PRESIDENT'S REPORT

I am pleased to present my President's report for the 2018 AGM.

The Committee and I are very aware of the uniqueness of FIT and how special it has, and continues to be in the lives of former and current members. We see our key goal is to ensure that FIT remains relevant and viable now and into the future.

It has been an exciting, challenging and interesting year and I will highlight the key achievements over the past twelve months.

Firstly triathlon - the growth and enthusiasm of our triathletes rates highly and the Committee provided energy and funds to support the growth of triathlon including:

Sponsoring FIT triathletes to participate in the TACT Award night which was an excellent showcase for our triathletes with FIT winning three of the Award categories (Novice, Club Coach and Volunteer of the Year) and 13 FIT members were on the podium for achieving places in age related events.

Working with key triathletes to consolidate the Next Steps triathlon training program. \$5,000 has been committed to develop the program which will be led by Megan Hall, accredited tri coach. Megan will work with FIT coaches and participants to develop a program, which can be replicated in future years.

Establishing a WTPP Scholarship program to provide financial assistance to disadvantaged women participating in the triathlon training program

A key measure of FIT's ability in the triathlon arena is the level of representation at the 2018 ITU World Triathlon Grand Final. Congratulations to the 7 FIT members who competed at the event.

After seeing and hearing of the achievements of the FIT Trail Running group the Committee asked the trail runners if they would support a Rookie Trail Running Program. Led by Jo Hall a very successful trail running program has been established with the goal of members competing in the Stromlo 10k trail run.

Thanks to our communication team for keeping us all up to date and promoting new programs. Facebook groups have been created for the three disciplines, riding, running and swimming and the FIT website is regularly updated.

Promotion of the WTPP was particularly successful with a schedule of stories for promotion on social media, along with the feature in the Elite Energy's August newsletter and our media release, saw this year's program reach capacity.

The Committee organised a successful breakfast seminar in July with over 50 FIT members attending, which received very positive feedback. We plan to run more seminars in 2019.

The FIT storage shed at Hume has been long overdue for a clean out. A stocktake was conducted and a number of items no longer needed were disposed of. Storage was then relocated from the Hume site to Phillip which provided significant savings and also the advantage of being more convenient. Thank you to the Committee who braved the depths of winter on 3 occasions to complete the move.

FIT was pleased to be involved in the Kym Xerri Memorial event as a sponsor and with many of our members participating in the 5k walk/run. Frances McPherson, FIT treasurer planned and hosted the fundraising event in memory of her son, Kym Xerri, who would have turned 30 this year. Money raised from the event went to Redkite, the Australian charity providing essential support to children and young people (0–24 years) with cancer, and the family and support network who care for them.

Without volunteers there is no FIT. A key responsibility of the committee is to ensure that ALL our volunteers are supported and encouraged so a HUGE THANK-YOU to all the fabulous people who give so much to FIT.

I would like to acknowledge the dedication and contribution from the members of the FIT Committee that helped make 2018 a very successful year. As well as managing the day to day business of FIT there are legal and financial responsibilities which must be managed and the Committee has worked hard to ensure that FIT remains relevant and viable. I invite all Committee members to stand up - thank you it has been a pleasure to work with you.

Sue Lyons

President FIT

5. TREASURER'S REPORT

5.1. STATEMENT OF ACCOUNTS

The audited financial reports for the period 1 July 2017 to 30 June 2018 are attached.

Of note:

- revenue from membership receipts was 47.1% of overall income
- Overall income increased from the 2016-17 financial year, due to the an increase in other revenue streams such as WTPP 18.8% and Swim Lane Contributions 19.5%
 - WTPP registration receipts increased to \$6,749 from \$4,063 the previous year
 - Swim lane contributions increased
 - Lane hire reduced by \$2,283 compared to previous year.
 - Income from our Swim Lane Contributions exceeded expenditure of our swimming and water running programs by \$1,784.
- Profit for the year was \$7,366 an increase from \$5,018 the previous year.

5.2. APPOINTMENT OF AUDITORS

New auditors will be appointed at the Annual General Meeting, a recommendation will be provided at the meeting, following a meeting with the potential auditor prior to the AGM.

6. COACHES REPORT

COACHING STAFF SUMMARY:

- We have 29 coaches, see attachment for breakdown.
- This is down from the report in 2016 (stating 47) and 2017 (stating 32 coaches).
- New or upskilled coaches this year are:
 - Heather Gow-Carey, Fee McLean and Kim Fraser-Rybinski for Triathlon
 - Sarah Fernlough and Cath Spratley for cycling
 - Tash Royal and Chel Haynes for Level 2 Running
 - Tash Goodwin and Andrea Teunissen for swimming; and
 - Ruth England, Linda Charnock, Angela Williams, Cindy Schwartz and Heidi Livermore for water running.
- Lead coaches this year were:
 - Water Running - Di Evans
 - Running - Jane Grey
 - Cycling - Emma Wensing and
 - Swimming - Cath Spratley.
 - Cath, new to the role has done a great job bringing on the Lake Swim program.

Thank you for all your efforts and all Lead Coaches have confirmed they will be continuing for 2019.

PROGRAM AND EVENTS SUMMARY:

New Programs to the mix this year were:

- Lake Swim in Summer – despite many cancellations
- Rookie Running made a return with a 5 and 10k option
- Next Steps Program retained graduated WTPers
- Indoor Cycle Spin class – with MaryAnn Simpson
- FIT Endorsed Fundraising Events:
 - MS Mega Swim
 - Great Cycle Challenge
 - Relay for Life is in planning for 2019.
- Core programs and events continue to be supported:
 - Running – offering 3 runs a week
 - Cycling – offering 6 rides a week
 - Swimming – offering 2 times a week during winter and up to 4 in summer
 - Water running – offering 3 times a week.

PAPERWORK AND OFFICE WORK

- Organised group First Aid and CPR Courses twice a year.
- Reviewed and updated FIT's Reimbursement Policy for coaches for training, insurance and accreditation costs and in conjunction, developed a more detailed budget for coaching.
- Updated the Coaches pages on the website.
- Updated the Coaching Snapshot and Coaching Pathways document (attached).
- Continuous updating of the Coaches database to ensure that we have qualified and current coaches.

NEXT YEAR

- Organise attendance on coaching courses when opportunities and needs arise.
- Continuing our ongoing review of current training programs including post program surveys. •
- Re-accreditation of existing coaches (working with vulnerable people and first aid training).
- More record keeping related to the above!

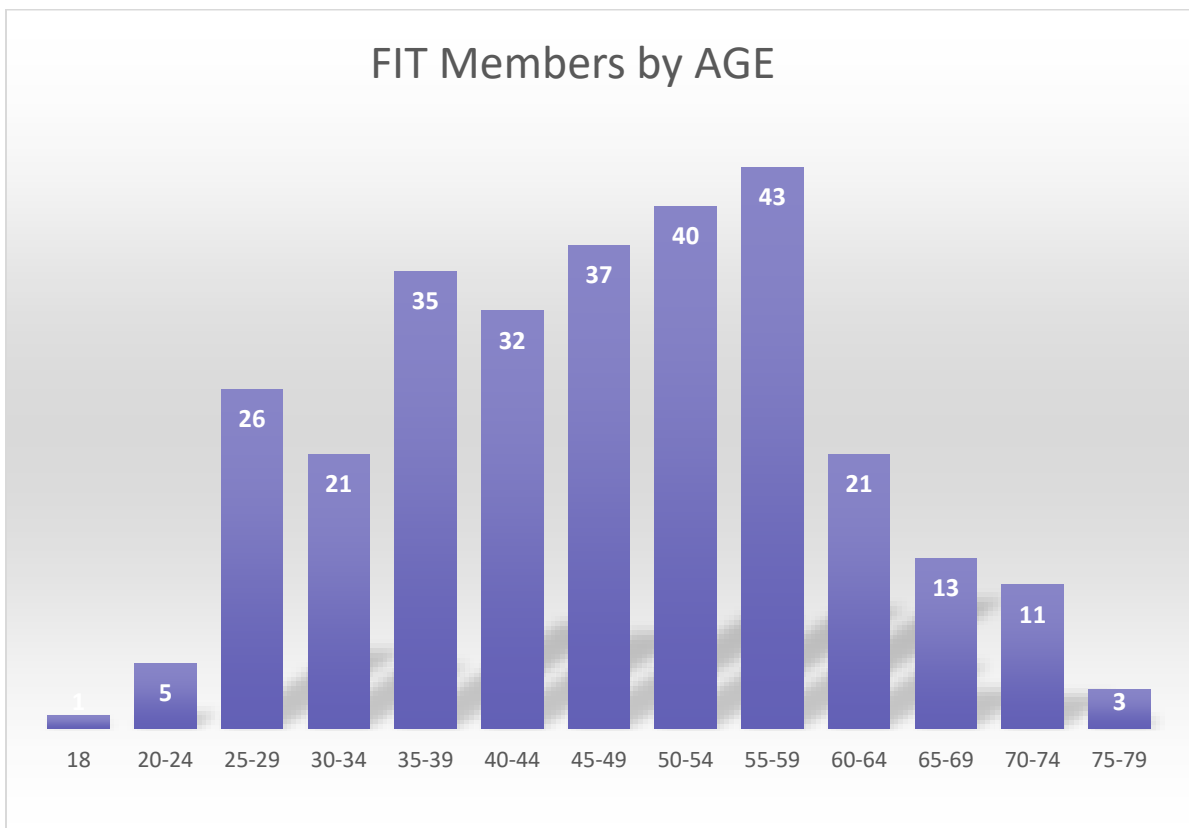
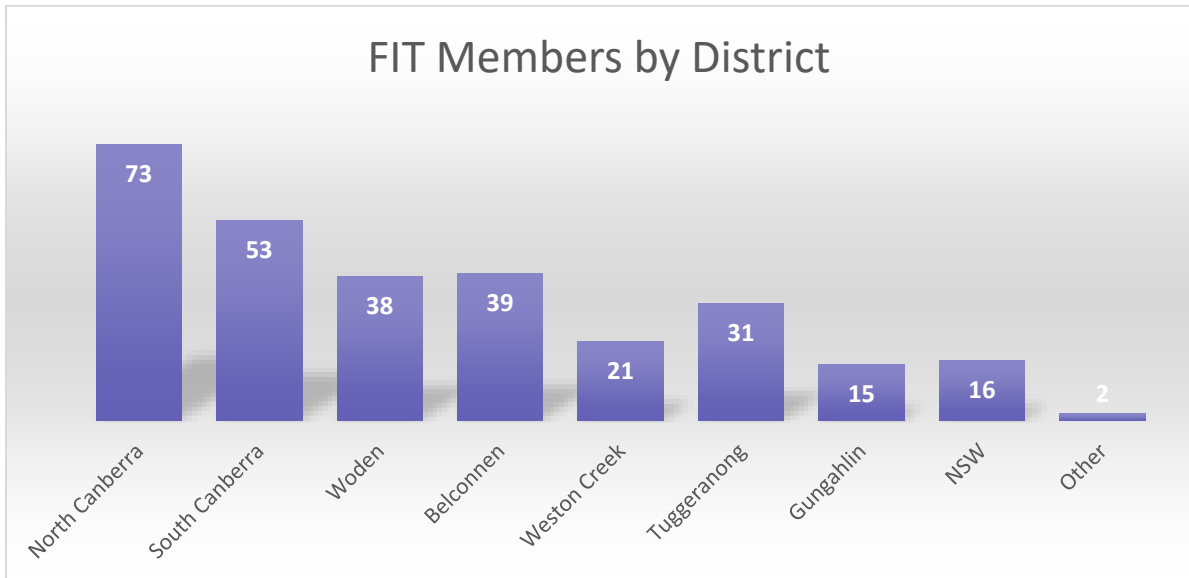
Thanks to you all who are involved in coaching, volunteering, admin, support crews and participation in FIT. If anyone is interested in a volunteer, mentoring or coaching role, or a support crew role at any event please reach out to me.

7. MEMBERSHIP REPORT

The number of members at 24 October 2018 was 288 compared to 289 at the same time last year.

It is expected that the number of members will increase over the next six months. The number of members at 30 June 2018 was 359.

The tables below show the ages of our members and their residential location.



8. ELECTION OF 2018-19 OFFICE BEARERS

Particular thanks to those stepping down from the Committee this year, including

- Katherine Colebatch (3 years of Committee service)
- Frances McPherson (2 years as Treasurer)
- Leanne Haughton (1 year as Communications Officer)

The following nominations have been received:

President	Sue Lyons
Vice-President	Fran Sankey
Treasurer	Jean Chesson
Secretary/Public Officer	Deborah Wilkinson
Coaching Coordinator	Rachel Haynes
Communications Officer	Heidi Livermore
Policy & Insurance Officer	Lisa Downs
Memberships Officer	Andrea McDonald
General member 1	TBC
General member 2	TBC

9. NOMINATIONS FOR LIFE MEMBERSHIP

The FIT Committee has sought nominations for Life Membership (see <https://www.fitact.org.au/2018/10/fit-life-membership-nominations/>).

Nominations close on 6 November. The Committee will present successful nominations at the meeting.

10. OTHER BUSINESS

11. CLOSE OF MEETING

MINUTES OF MEETING



Meeting of: FIT Annual General Meeting

Date: Saturday 18 November, 2017

Time: 8.45am – 9.15am

Venue: EQ Café, 70 Kent Street, Deakin

1. ATTENDEES AND APOLOGIES

Kerren Crosthwaite
Sue Lyons
Frances McPherson
Deborah Wilkinson
Emma Wensing
Simone Annis
Polly Templeton
Rachel Haynes
Cate Byrne
Erica Burford
Kerrie Finlayson
Michelle Weir
Sita Matthews
Liz Howarth
Andrea Teunissen
MaryAnn Simpson

Felicity McLean
Katherine Colebatch
Bec Markwick
Fran Sankey
Donna Whitfield
Chenoa Barton
Nerida Clarke
Josephine Hall
Donna O'Brien
Elizabeth Lowe
Angela Rymer
Jean Chesson
Sue Callaghan
Kylie Malone
Kym Kennedy

Apologies:

Di Evans
Amanda Power
Lindy Hou
Breanna Gasson
Natasha Royal

Glenda Shelley
Andrea McDonald
Rae Palmer
Rebecca O'Neill

2. MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

The minutes of the 2016 Annual General Meeting were accepted as an accurate record of that meeting.

Moved: Simone Annis

Seconded: Erica Burford

3. TRIATHLON ACT REPORT

Polly Templeton (FIT representative on the Triathlon ACT Board) reported the highlights of Triathlon ACT (TACT) noting:

- TACT had recorded a profit at the President's report at the end of the 2016 – 17 financial year of \$24,000 (following a loss the previous year of \$20,000). The turnaround was due to a number of decisions by the

Board, including the reduction in the number of TACT run events, reduction in expenditure and the increase in membership with the affiliation of other clubs.

- Two Clubs' events have been arranged, including the Duathlon in August, and the upcoming Clubs' Tri on December, which many FIT members are participating in, including the WTPP novice event. A barbeque is being held in the afternoon of the Clubs' Triathlon.
- FIT has the most members of all the ACT triathlon clubs.

4. PRESIDENT'S REPORT

Kerren Crosthwaite presented the President's report, noting that 2016-17 had been the year of quiet consolidation, building on the work of the previous committee.

Membership and financial arrangements had continued to be overseen by the Committee, as well as activities including events arranged with Triathlon ACT Clubs, the Volunteers' picnic and program based training across the disciplines of swimming, running and cycling continue to be offered.

As part of FIT's governance, Kerren advised asked FIT members to complete their emergency contact details on their membership cards and ensure that they are carried whilst participating in FIT activities.

As outgoing President, Kerren thanked the members of the Committee for their valuable support, and had enjoyed her time as FIT President which had allowed her to give back to the club that she loves.

The complete 2016-18 President's Report is attached.

5. TREASURER'S REPORT

The Treasurer, Frances McPherson, presented the 2016-17 audited financial report, noting that:

- the club's membership at the end of the financial year stood at 333 members – membership receipts were up to 58.1% of overall income, compared to 56% in the previous year
- WTPP membership in the 2016-17 financial year was 24 participants, down from 39 participants the previous year. It was noted that the 2017-18 program is fully subscribed
- Swim lane contributions reduced by \$330 compared to previous year. Lane hire increased by \$444, over all swimming and water running income exceeded expenditure by \$124
- Outfit sales resulted in an overall profit for the year, compared to a loss in the previous year
- Profit for the year was \$5,018 after an asset write of obsolete equipment of \$3,308.30

The financial reports are attached.

The Treasurer moved that the 2016-17 financial reports are accepted, seconded Polly Templeton.

APPOINTMENT OF AUDITORS

It was recommended that the current Auditors, Christine Reid and Nikki George are appointed as the Females in Training (FIT) Incorporated auditors for the 2017-18 financial year.

Moved: Erica Burford Seconded: Cate Byrne

6. COACHES REPORT

Coaching Coordinator, Simone Annis, reported on highlights of coaching activities taking place throughout the year. She noted:

- Mary Ann Simpson, Andrea McDonald, Janet Scott and Jenelle Emery had stepped down as FIT Coaches, members thanked the coaches for their contribution
- Simone thanked continuing coaches' support of FIT members – including Di Evans who coached nine new marathoners this year, and Nerida Clarke who organised FIT's participation in the MS Swimathon.

Simone has retired as coaching coordinator for fit, and will be replaced by Rachel (Chel) Haynes.

A copy of the full Coaching Coordinator's report is attached.

7. ELECTION OF 2018 OFFICE BEARERS

The Secretary, Deborah Wilkinson reported that nominations for Committee membership had been received from:

- Sue Lyons, President
- Fran Sankey, Vice President
- Frances McPherson, Treasurer (continuing)
- Deborah Wilkinson, Secretary and Public Officer (continuing)
- Rachel Haynes, Coaching Coordinator
- Breanna Gasson, Policy and Insurance Coordinator
- Communications Officer, Leanne Haughton
- Andrea McDonald, Membership Officer (continuing)
- Katherine Colebatch, General member (continuing)
- Jean Chesson, General Membership

Being no further nominations, the Committee was declared elected.

8. OTHER BUSINESS

The Vice President thanked outgoing Committee members, Kerren Crosthwaite, Emma Wensing, Josephine Hall, Liz Haworth, and Natasha Royal for their outstanding contribution to the Committee.

9. NOMINATIONS FOR LIFE MEMBERSHIP

The President noted that no nominations had been received for Life Membership of FIT, and arrangements would be made in the coming year to publicise them.

10. CLOSE OF MEETING

Being no further business, the meeting concluded at 9.15am.

Females in Training (FIT) Incorporated

Financial Statements
For the year ended 30 June 2018

Christine Reid & Nikki George Pty Limited
20A Beltana Road
Pialligo ACT 2609

Phone: 02 6230 1211 Fax: 02 6101 9982
Email: nikki@creid.com

Females in Training (FIT) Incorporated

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Committee's Report
For the year ended 30 June 2018

Your committee members submit the financial accounts of the Females in Training (FIT) Incorporated for the financial year ended 30 June 2018.

Committee Members

The names of committee members at the date of this report are:

Susan Lyons
Katherine Colebatch
Frances McPherson
Deborah Wilkinson
Andrea McDonald
Fran Sankey
Rachel Haynes
Leanne Haughton
Jean Chesson
Lisa Downs

Principal Activities

The principal activities of the association during the financial year were: the encouragement of sport for women.

Significant Changes

No significant change in the nature of these activities occurred during the year.

Operating Result

The profit from ordinary activities after providing for income tax amounted to

Year ended	Year ended
30 June 2018	30 June 2017
\$	\$
7,366.28	5,018.36

Females in Training (FIT) Incorporated
Committee's Report
For the year ended 30 June 2018

Signed in accordance with a resolution of the Members of the Committee on:

Susan Lyons

Frances McPherson

The accompanying notes form part of these financial statements.

Females in Training (FIT) Incorporated
Trading Account
For the year ended 30 June 2018

	2018	2017
	\$	\$
<hr/>		
Trading Income		
OutFit Sales	2,860.00	1,530.50
Total Trading Income	<u>2,860.00</u>	<u>1,530.50</u>
Cost of Sales		
Add:		
Opening Stock - Outfits	10,915.55	9,338.45
Purchases	2,969.40	2,758.25
	<u>13,884.95</u>	<u>12,096.70</u>
Less:		
Closing Stock - Outfits	9,036.85	10,915.55
	<u>9,036.85</u>	<u>10,915.55</u>
Cost of Sales	4,848.10	1,181.15
Gross Loss from Trading	<u><u>(1,988.10)</u></u>	<u><u>349.35</u></u>

The accompanying notes form part of these financial statements.

Females in Training (FIT) Incorporated
Income and Expenditure Statement
For the year ended 30 June 2018

	2018	2017
	\$	\$
<hr/>		
Income		
Trading profit (loss)	(1,988.10)	349.35
WTTP Registrations	6,749.00	4,063.00
IMG Contribution	65.00	124.00
Rookie Swimming		404.00
Cycle Course		1,220.00
Rookie Cycling	400.00	
NANA	360.00	
Triathlon ACT		190.00
Non FIT Triathlon	240.00	
FIT Courses	30.00	
Discount Scheme - Runners Shop	345.00	
20th Anniversary Party		4,160.00
Interest received	870.03	800.07
Membership Fees	16,884.50	16,397.50
ActiveWorks Endurance Events	3,877.50	
Contributions-Swim Lane	6,992.30	4,708.50
Tour de Femme Training Program		100.00
Miscellaneous Income	1,022.00	
Total income	35,847.23	32,516.42

The accompanying notes form part of these financial statements.

Females in Training (FIT) Incorporated
Income and Expenditure Statement
For the year ended 30 June 2018

	2018	2017
	\$	\$
<hr/>		
Expenses		
Advertising and promotion	578.37	44.00
Audit fees	935.00	935.00
Bank Fees And Charges	396.00	396.00
Catering	473.56	1,281.66
Coaching	4,616.74	2,119.10
Fees & Registrations	1,278.00	1,781.00
Functions/meetings	3,032.00	7,799.88
Swim Program Lane hire	4,085.60	4,584.70
Depreciation & Asset Write Off	946.27	3,308.30
FIT Happens Program	2,400.00	
General expenses	304.00	296.00
Gifts	814.45	285.99
Insurance	1,006.25	900.02
Memberships and Subscriptions	1,181.00	25.00
Non FIT Tri registrations	240.00	
Non FIT courses	750.00	
Stationery	150.00	
Storage Expenses	1,914.00	1,941.00
Website Expenses	1,592.45	1,216.00
WTTP Expenses	1,787.26	456.91
Tour de Femme TProg expenses		127.50
Total expenses	28,480.95	27,498.06
Profit from ordinary activities before income tax	7,366.28	5,018.36
Income tax revenue relating to ordinary activities		
Net profit attributable to the association	7,366.28	5,018.36
Total changes in equity of the association	7,366.28	5,018.36
Opening retained profits	114,691.65	109,673.29
Net profit attributable to the association	7,366.28	5,018.36
Closing retained profits	122,057.93	114,691.65

The accompanying notes form part of these financial statements.

Females in Training (FIT) Incorporated
Statement of Financial Position as at 30 June 2018

	Note	2018 \$	2017 \$
Assets			
Current Assets			
Cash assets	2	113,621.08	103,926.10
Inventories	3	9,036.85	10,915.55
Total Current Assets		<u>122,657.93</u>	<u>114,841.65</u>
Total Assets		<u>122,657.93</u>	<u>114,841.65</u>
Liabilities			
Current Liabilities			
Other	4	600.00	150.00
Total Current Liabilities		<u>600.00</u>	<u>150.00</u>
Total Liabilities		<u>600.00</u>	<u>150.00</u>
Net Assets		<u><u>122,057.93</u></u>	<u><u>114,691.65</u></u>
Members' Funds			
Retained profits		122,057.93	114,691.65
Total Members' Funds		<u><u>122,057.93</u></u>	<u><u>114,691.65</u></u>

The accompanying notes form part of these financial statements.

Females in Training (FIT) Incorporated
Notes to the Financial Statements
For the year ended 30 June 2018

Note 1: Summary of Significant Accounting Policies

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporations Act of the Australian Capital Territory. The committee has determined that the association is not a reporting entity.

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

(a) Cash and Cash Equivalents

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

(b) Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

All revenue is stated net of the amount of goods and services tax (GST).

(c) Goods and Services Tax (GST)

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

Females in Training (FIT) Incorporated
Notes to the Financial Statements
For the year ended 30 June 2018

2018

2017

Note 2: Cash assets

Bank accounts:

Cash At Bank	18,138.07	33,204.94
Cash Reserve Account	92,809.49	70,674.76
Debit card	1,510.62	
Prepayment - Outfits	1,116.50	
Other cash items:		
Petty Cash	46.40	46.40
	<u>113,621.08</u>	<u>103,926.10</u>

Note 3: Inventories

Current

Outfits on Hand	9,036.85	10,915.55
	<u>9,036.85</u>	<u>10,915.55</u>

Note 4: Other Liabilities

Current

Advance payments	600.00	150.00
	<u>600.00</u>	<u>150.00</u>

Females in Training (FIT) Incorporated

Auditor's Report

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Females in Training (FIT) Incorporated (the association), which comprises the Statement by Members of the Committee, Income and Expenditure Statement, Balance Sheet as at 30 June 2018, a summary of significant accounting policies and the certification by members of the committee on the annual statements giving a true and fair view of the financial position and performance of the association.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the association as at 30 June 2018 and [of] its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Associations Incorporation Act 1991.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our ethical responsibilities in accordance with the Code.

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

Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the association to meet the requirements of Associations Incorporation Act 1991. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of the Committee for the Financial Report

The committee is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Associations Incorporation Act 1991 and for such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee 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 the committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

Females in Training (FIT) Incorporated

Auditor's Report

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with 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 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 association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee'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 association'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 association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the committee 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.

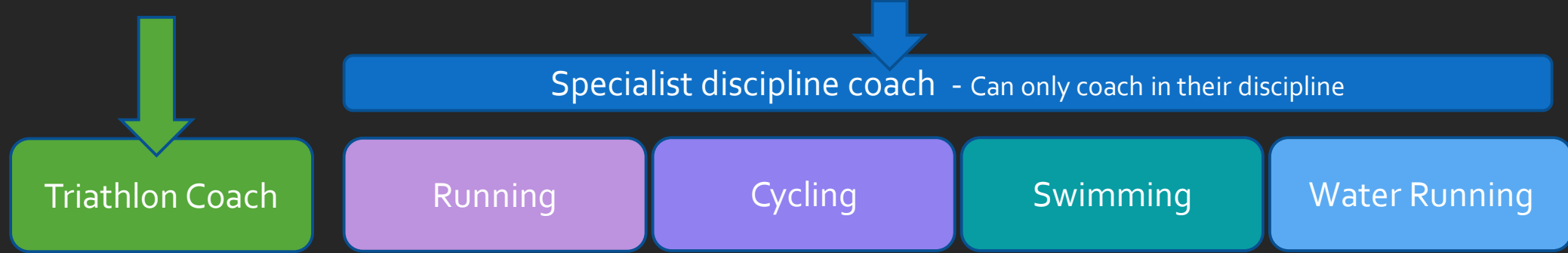
Signed on : 25 October 2018



Nikki George
Christine Reid & Nikki George Pty Ltd

FIT Coaching Pathways

What do I want to coach? What coaches does FIT need? What are FIT's coaching requirements?*



Working with Vulnerable People**, First Aid certification and annual CPR refresher

Holders of a Cert 3 or 4 in personal training, can move straight into a Level 2 Intermediate Run Coach

Specialist coaches may move to triathlon coaching by doing a Level 1 triathlon course

* Reimbursement for coaching costs are subject to conditions in the FIT Coaches Policies

Triathlon Australia Triathlon Foundations

- Can coach or help swimming, running and cycling

Triathlon Australia Level 2 Development Coach

- Lead coach of any triathlon discipline
- Program design
- Mentor new triathlon coaches and sign off on Level 1

Athletics Australia Community Athletics Coach

- Can coach or help with running sessions and programs

Athletics Australia Level 2 Recreational Running

- Experienced coach
- Lead coach
- Can write programs
- Mentor new running coaches

Cycling Australia Aus Cycle skills Coach or Road & Track Coach

- Can coach or help with cycling sessions and programs

Cycling Australia Level 1 or 2 Road & Track Coach

- Experienced coach
- Lead coach
- Can write programs
- Mentor new running coaches

ASCTA Teacher of Competitive Swim Strokes or equivalent

- Can coach or help with swimming sessions or programs

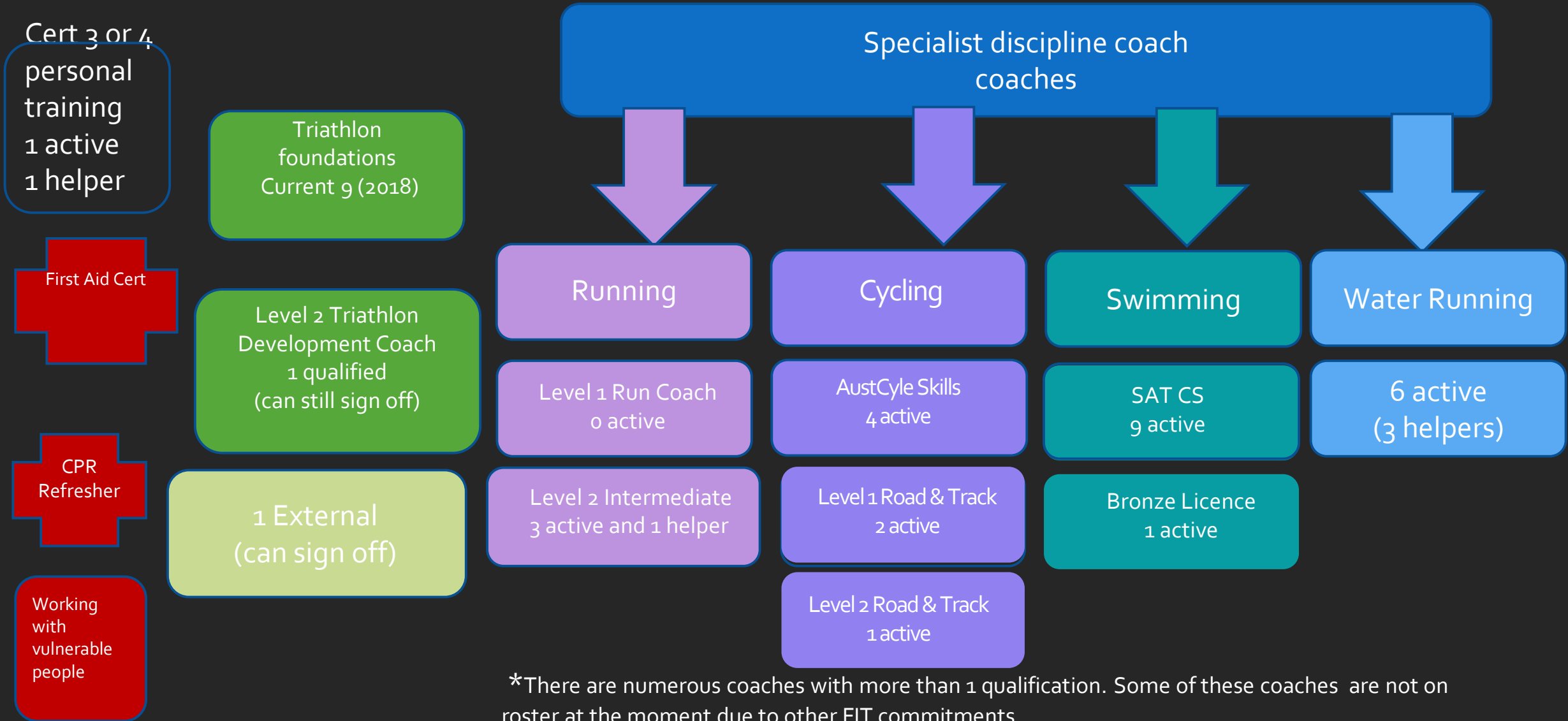
ASCTA Teacher Bronze Licence

- Experienced coach
- Lead coach
- Can write programs
- Mentor new running coaches

AUSWIM Aqua Instructor Course

- Can coach or help with water running sessions
- Experienced coaches can design and lead programs.

FIT coaching snapshot 2018 – 29* coaches



*There are numerous coaches with more than 1 qualification. Some of these coaches are not on roster at the moment due to other FIT commitments.