



Assets – Policy

SpringDale Neighbourhood Centre has a responsibility to its members, to the community and to its funding bodies to manage all finances and assets legally, ethically and responsibly. To apply any income and property of the Centre towards the promotion of the objects of SpringDale.

SpringDale Neighbourhood Centre will maintain an efficient system of purchasing, recording and disposing of assets in line with good practice and funding guidelines.

An Asset Register will be kept as required by our funding bodies for all resources owned by SpringDale Neighbourhood Centre.

All items of a physical nature costing over \$1000 and that have a useful life of more than one year are treated as capital expenditure. These items are recorded on purchase in the Centre's Assets Register as maintained by the Treasurer and are to be included in the Balance Sheet for each financial year, together with their written-down value.

Each year in June, the depreciation table is adjusted to take into account each item's progress through the depreciation cycle and allows an annual figure to be calculated with 1/12th of this to be used as the monthly depreciation estimate (adjusting for purchases and sales) for the coming financial year.

The monthly depreciation figure is used in the annual budget and adhered to during the year. This figure is included in the Profit and Loss for each month to ensure that at the end of the Financial Year there are no material surprises when the actual appropriate depreciation for the entire financial year is calculated included.

Any item included in the Assets Register that is to be sold or disposed of must have an independent valuation and approval from the SpringDale Neighbourhood Centre Committee of Management before it is sold or disposed of.

Approval to sell or dispose of any item of value in excess of \$50 shall be required from the SpringDale Committee.

No member of the SpringDale Committee shall profit directly or indirectly by way of dividend, bonus or other means, from the disposal of any asset or income of the Centre (Section 9a Rules of the Association).

In the event of the Centre being wound up, "the Committee shall then proceed to realise any assets of the organisation required to meet outstanding liabilities. Any assets remaining after full settlement of all debts incurred by the Committee shall be disposed of in accordance with the provisions of the Act" (Section 17b Rules of the Association).