

IPAA NATIONAL 2019–20 ANNUAL REPORT



Contents

This Report	3
About Us.....	3
Year in Review	4
President's Message	4
National Activities.....	6
2019 National Conference	6
Celebrating IPAA's 40 th Anniversary and Looking to the Future	8
The Australian Journal of Public Administration.....	9
The Public Administration Research Trust Fund.....	9
National Awards.....	10
National Fellows	10
Sam Richardson Award	10
IPAA National Work Plan, 2019 and 2020.....	11
Purpose.....	11
Priority Area: Enabling Better Collaboration.....	11
Priority Area: Delivery of National Projects.....	11
Governance Arrangements	13
Council and Executive	13
Standing Committees.....	13
National Secretariat	13
Financial Performance	14
Treasurer's Report for the Financial Year 2019-2020	14
Contact details.....	33
National Office.....	33
Divisions	33

Cover photograph:

The Governor-General of the Commonwealth of Australia, His Excellency General the Honourable David Hurley AC DSC (Retd), speaking at IPAA's 40th Anniversary event in Canberra on 18 February 2020.

This Report

This Annual Report describes the national activities of the Institute of Public Administration Australia for the financial year ending 30 June 2020.

About Us

The Institute of Public Administration Australia (IPAA) is a member-based organisation open to all public servants, academics and others interested in public administration.

We are a non-profit and non-partisan organisation which aims to advance the study and practice of public administration across all levels of government.

IPAA began in South Australia with the formation of a regional group of the London-based Institute of Public Administration on Wednesday 28 October 1927.

Regional groups were subsequently established in all Australian states and territories. IPAA became

independent of the Institute of Public Administration on 1 January 1980 and adopted a confederated structure, led by a National Council with representatives from each IPAA Division.

IPAA's strategic direction is set by the National Council which operates in accordance with its Constitution and Corporate Governance Charter. The National Council is supported by a National Secretariat.

The first National President of IPAA was Mr Duncan Steele Craik OBE CBE; Dr Gordon de Brouwer PSM FIPAA is IPAA's 15th National President.

IPAA has run a National Conference since 1958; hosted the Garran Oration since 1959; and published the Australian Journal of Public Administration since 1937.

IPAA has recognised those individuals who have made outstanding contributions to public service and to IPAA as National Fellows since 1983.

"You have to ask yourself: why, despite significant financial investments over decades, Indigenous Australians are as socially and economically disadvantaged as we are compared to the rest of Australia or Australians?

And to me, the key reasons are the lack of commitment to self-determination and Indigenous decision-making.

Self-determination is about the right as a collective to make your own decisions and the communal rights to control your political, social, cultural, and economic development. "

Professor Mick Dodson
Northern Territory Treaty Commissioner

Excerpt from the 2019 Garran Oration
28 September 2019

Year in Review

President's Message



Dr Gordon de Brouwer PSM FIPAA

The past year has seen unique and unexpected challenges faced by public sectors across our nation. COVID-19 has shaken our economic and social systems. Federal and State governments have had to plan and respond at speed and scale. The challenge has provided a crucible for innovation and learning in public administration and service. The creation of a National Cabinet, with its focus on relationships, data and analysis, is one of the biggest changes we have seen to Australian intergovernmental relations in a generation.

IPAA has not been immune to the economic and social impacts of COVID-19, and I would like to express my deep admiration at how IPAA Divisions have pivoted their operations to continue to support the public purpose sector through new online training and digital content: videos, podcast, news and insights. IPAA Divisions, and IPAA National, have provided ways for those in the public sector to remain connected and informed, and shared contemporaneous learnings across Divisions.

I would like to acknowledge the significant contribution made to IPAA by my predecessor, Professor Peter Shergold AC. In his keynote address to the 2019 IPAA National Conference 'Crossroads > Future Directions', Professor Shergold made two important points: "that the role of professional public administrators is more important than ever" and "that IPAA must continue to play a key role in maintaining, even protecting, the vocational ethos of a merit-based public service". The events of 2020 have served to amplify those insights.

The national conference, held in Darwin at the end of September, was a great success and a tremendous credit to the hard work of IPAA Northern Territory, its President, Craig Allen, and Secretary, David Alexander.

A conference standout was the 2019 Garran Oration, delivered by Professor Mick Dodson, Northern Territory Treaty Commissioner, reflecting on the treaty-making



The first 'Work with Purpose' podcast with Peter Woolcott AO and Katherine Jones PSM was released on 6 April 2020

process and self-determination in Australia, especially his observation that:

“If treaties are to be successfully negotiated and implemented in Australia, then the way the public services do business will have to change dramatically”.

In February 2020, IPAA celebrated its 40th anniversary as an independent, national organisation at a function held at the Museum of Australian Democracy at Old Parliament House. Guests of honour were His Excellency General the Honourable David Hurley AC DSC (Rtd), Governor-General of the Commonwealth of Australia and Her Excellency Mrs Linda Hurley. The event also served as a launch for the book, ‘A History of the Institute of Public Administration Australia, 1980–2020’. In his [keynote address](#), His Excellency reflected on the spirit of service on show during the devastating bushfire season, the service delivery challenge put to the Australian Public Service by the Prime Minister, the question of public trust, and the need for plain-speaking.

I would like to thank the State and Territory IPAA Presidents and the Chief Executive Officers of the IPAA Divisions who joined me early that day in a frank, robust discussion about the future of IPAA, and the substantive issues shared across jurisdictions that matter to the wellbeing of the people of those jurisdictions.

I would especially like to thank Wiley, who publish our Australian Journal of Public Administration, and the journal’s editors, in making the transition from hard copy publication to digital publication. We are continuing to work collaboratively to bring the practical insights the journal has to offer to the profession of public administration.

Finally I have been delighted to witness the increased collaboration between IPAA Divisions and the support they are providing one another during this challenging time. I look forward to all that IPAA will achieve in the coming year.



Dr Gordon de Brouwer PSM FIPAA
IPAA National President
20 November 2020



Lois Boswell joined IPAA South Australia for its ‘Virtual on the Couch’ pre-recorded video series on 1 June 2020

National Activities

2019 National Conference

The IPAA National Conference 'Crossroads >Future Directions' was held in Darwin on Wednesday 25–27 September 2019.

160 people attended the conference dinner, 190 attended the conference proper, and 120 attended the conference workshops.

The conference host was Mark Bowling, writer and former ABC foreign correspondent.

The Garran Oration was delivered by Professor Mick Dodson, Northern Territory Treaty Commissioner.



Professor Mick Dodson delivers the Garran Oration

The conference program had five consecutive sessions:

- A keynote by **Professor Anne Tiernan**, Dean (Engagement) at Griffith University — 'Public Sector service delivery: a new paradigm'
- A panel discussion on the 'Challenges and expectations for Public Sector place-based service delivery' featuring **Professor Anne Tiernan**, **Jim Rodgers** (Executive Director, East Arnhem Regional Network Group), **Rachel Houlbrooke** (Deputy Chief Executive, Settlements and Takutai Moana, Office for Māori Crown Relations, Te Arawhiti, New Zealand).

- A keynote by **Alexander Lau** (Principal Design Lead, Innovation Lab, Singapore Government) — 'Global perspective on how to adopt innovation into the public sector'.
- A keynote by **Rachel Houlbrooke** — 'International perspectives on different models of public service delivery'.
- A final panel discussion on 'Doing more with less' featuring **Professor Catherine Stoddart** (CEO, Department of Health), **Ken Davies** (CEO, Territory Families) and **Jamie Chalker** (CEO Department of Housing and Community Development).

Two workshops were held the following day which addressed the following questions:

1. How do we innovate in a complex public sector environment?
2. Why is well-coordinated multi-agency service delivery to remote communities so difficult? How can we break free?



Rachel Houlbrooke shares her insights on place-based service delivery

A [conference summary](#) — including links to videos of the Garran Oration and the keynote by Alexander Lau, as well as a gallery of conference photographs — was published on IPAA's national website.



Conference delegates enjoy a balmy Darwin evening on the night of the conference dinner.



Bilawarra Lee, a Larrakia elder, welcomes conference delegates to saltwater country.



IPAA's outgoing National President, Professor Peter Shergold AC FIPAA, speaks of his disquiet with democratic governance being under threat.



Professor Anne Tiernan addresses the delegates at the 2019 IPAA National Conference in Darwin

Celebrating IPAA's 40th Anniversary and Looking to the Future

A History of the Institute of Public Administration Australia (1980–2020)

Written and edited by Frank Exon (Executive Director, IPAA National) this book tells the history of IPAA from its earliest days and includes reproductions of ten of the finest Garran Orations to be delivered since 1980.

The book also includes historical photographs and other images dating back to IPAA's earliest days as well as complete lists of National Presidents, editors of the Australian Journal of Public Administration, National Fellows, and winners of the Sam Richardson Award.

Celebrating 40 years as an independent national organisation

IPAA's 40th anniversary was celebrated at an event to launch 'A History of the Institute of Public Administration Australia' held at the Museum of Australian Democracy at Old Parliament House in Canberra on the evening of 18 February 2020.

The event was sponsored by KPMG and attended by more than 100 distinguished guests. These included Presidents of IPAA State and Territory Divisions, APS Departmental Secretaries, senior public sector leaders, former national and divisional presidents of IPAA, leading public administration academics, as well as IPAA Fellows and individual members.

The event was hosted by IPAA's National President, Dr Gordon de Brouwer PSM, with the keynote given by His Excellency General the Honourable David Hurley AC DSC

(Rtd), Governor-General of the Commonwealth of Australia.

Following his keynote address the Governor-General together with IPAA's National President launched 'A History of the Institute of Public Administration Australia'.



The Governor-General launches a history of IPAA with IPAA's National President looking on.

A Vote of Thanks to His Excellency was delivered by Cath Ingram FIPAA— ACT Chair and Lead Partner, Federal Government KPMG and IPAA ACT Councillor and Board Member.

Dr Gordon de Brouwer PSM then spoke on the future of IPAA, referencing discussions held at a roundtable of IPAA Presidents earlier in the day.



His Excellency General the Honourable David Hurley AC DSC (Rtd), The Governor-General of Australia, and Her Excellency Mrs Linda Hurley, with several IPAA Presidents and Chief Executive Officers.

The Australian Journal of Public Administration

Four issues of the Australian Journal of Public Administration (AJPA) were published by Wiley during the financial year.

On 1 January 2020, the journal became a fully digital publication with member access provided to the Wiley Online Library.

Results from the 2019 Publisher's Report

The journal's global reach continued to grow in 2019 with the largest growth in institutional reach, via a Wiley license or a traditional subscription, occurring in Europe (see Table 2).

Table 2. Growth in the AJPA's reach to institutions by region, 2019

Region	2017	2018	2019
Australia & NZ	230	232	223
Canada	78	69	76
China	152	162	174
Europe	1,885	2,413	3,138
Japan	76	88	92
UK	107	111	120
USA	553	571	675
Rest of the World	1,921	1,945	2,176
TOTAL	5,002	5,591	6,674

The number of full-text article downloads from the AJPA continued to grow with over 213,000 in 2019 as compared to under 140,000 in 2017. The number of full-text article downloads has more than doubled since 2010.

Australia was the country with the highest number of downloads with 42 per cent. The top five countries by downloaded articles are presented in Table 3).

Table 3. The Top Five Countries by AJPA article downloads, 2018

Country	Downloads (per cent)
1. Australia	42
2. USA	11
3. UK	7
4. China	6
5. Canada	3

The three most downloaded AJPA articles from the Wiley Online Library were:

1. Phillimore, J. (2013) 'Understanding Intergovernmental Relations: Key Features and Trends', Vol. 72, Issue 3 (accessed 11,038 times).
2. O'Flynn, J. (2007) 'From New Public Management to Public Value: Paradigmatic Change and Managerial Implications', Vol. 66, Issue 3 (accessed 8,241 times).
3. Xiong, W., Chen, B., Wang, H., and Zhu, D. (2019) 'Governing public-private partnerships: A systematic review of case study literature', Vol. 78, Issue 1 (accessed 2,671 times).

The Public Administration Research Trust Fund

IPAA and the University of Canberra's Institute of Governance and Policy Analysis have operated a Public Administration Research Trust Fund to stimulate original research in the field of public administration and applied research for many years.

No small grants were offered in 2019–20 while negotiations on a new Memorandum of Understanding (MoU) between the University and IPAA were undertaken.

It is expected that a MoU will be signed early in 2020–21 to support the operations of the Fund over coming years.

National Awards

National Fellows

Ten individuals who have made outstanding contributions to public service and to IPAA were announced as new National Fellows at the 2019 National Conference dinner by IPAA's National President, Professor Peter Shergold AC, on 25 September 2019.

The new National Fellows included:

- Frances Adamson (IPAA ACT)
- Julie Crisp (IPAA Northern Territory)
- John Hubby (IPAA New South Wales)
- Sue McCarrey (IPAA Western Australia)
- James Purtill (IPAA Queensland)
- Liz Quinn (IPAA ACT)
- Dr Gillian Sparkes (IPAA Victoria)
- Janet Schorer PSM (IPAA New South Wales)
- Cathy Taylor (IPAA South Australia)
- Dean Yates (IPAA Victoria)



National President Professor Peter Shergold AC with new National Fellow Julie Crisp

Sam Richardson Award

The winners of the Sam Richardson Award were announced at the 2019 National Conference dinner by IPAA National President, Professor Peter Shergold AC, on 25 September 2019.

The award is presented annually to the author, or authors, of the most influential paper published in the Australian Journal of Public Administration. It honours the contribution of Professor Sam S. Richardson (1919–2004) to public administration study and practice.

Dr Christopher Pepin-Neff from the University of Sydney and Kristin Caporale won the 2019 award for their paper, 'Funny Evidence: Female Comics are the New Policy Entrepreneurs'.

In presenting the award IPAA National President, Professor Peter Shergold AC said that the article 'challenges the way we think about the theory of policy entrepreneurship — the impact of individual actors on the policy process — by looking at it through the lens of some of the world's best female comics, from the cartoonist, author and playwright Alison Bechdel, to Tina Fey, Melissa McCarthy and many others'.



New National Fellow John Hubby with IPAA's National President Professor Peter Shergold AC

IPAA National Work Plan, 2019 and 2020

The National Work Plan was developed in collaboration between the National Office and all eight of the IPAA Divisions and approved by the National Council in March 2019.

Purpose

The National Work Plan:

1. clarifies the functions and responsibilities of the national office, National President and National Council
2. enables the design of new national projects that will be of practical benefit to IPAA Divisions and their members
3. clarifies the expected timeframes and what the approved national projects will deliver for IPAA Divisions and their members.

Priority Area: Enabling Better Collaboration

The National Office has sought to enhance communication between the IPAA Divisions by coordinating regular meetings of Chief Executive Officers and Executive Directors and regular meetings of Program Managers early in the new financial year.

A variety of content drawn from Divisions, the Australian Journal and Public Administration and IPAA's national activities was published on IPAA's national website including 27 news items, 17 blogs and features, and 25 insights.

The Executive Director, IPAA National liaised with IPAA Divisions on several national projects including:

- a resolution on new financial arrangements for the delivery of the AJPA with its publisher Wiley
- clarification of the purpose of the AJPA with the Editors and Wiley
- the writing, editing and graphic design of A History of IPAA.

Developing better membership offerings and investigating digital platforms to augment current collaboration approaches was delayed due to the advent of the coronavirus pandemic in early 2020.

Priority Area: Delivery of National Projects

A fresh, modern national website

IPAA's new national website, www.ipaa.org.au, went live on 30 June 2019.

In its first full year of operation the website attracted **34,134 users** (a 12% increase on 2018–2019) with **77,682 unique page views** (a 12% increase on 2018/19).

The number of sessions increased to 45,514 (a 13% increase on 2018–2019 figures) though the average session duration dropped to 1 minute 15 seconds. The bounce rate (percentage of single-page visits) increased to 21.47%.

The top three posts were:

1. 'PM unveils six guideposts to show the way forward for his government and the public sector' published 20 August 2019
2. 'Alexander Lau — Some lessons from Singapore in building public service innovation' published 23 October 2019
3. 'Researchers call for the design of HR practices that identify proactive and innovative talent' published 16 April 2020.



IPAA's new national website is now is a year old

National opportunities for IPAA sponsorship

The National Office will explore national opportunities for sponsorship in the new financial year.

The Australian Journal of Public Administration

Publisher's Agreement

Following extensive discussions with Wiley over an 18-month period, a new 6-year Publisher's Agreement was signed by IPAA's National President in September 2019.

It is anticipated that the agreement will ensure the sustainability of the journal over the next 6 years.

From 1 January 2020 the journal moved to being a digital-only publication with members accessing the journal via the AJPA app or online.

Editor's Agreement

A new Editor's Agreement between IPAA and the current editors was signed in February 2020. The agreement maintains the relationship between the parties for a two-year period and is expected to lead to improved communication between the editors, the publishers and IPAA on content and the strategic direction of the journal.

Commemorating the 40th Anniversary of IPAA as an independent national organisation in 2020

President's Roundtable

A roundtable of IPAA State and Territory Presidents, hosted by IPAA's National President, Dr Gordon de Brouwer PSM, was held on 18 February 2020.

This was the first opportunity for the group to meet face-to-face and discuss the challenges and opportunities for IPAA, and the various public services it supports across Australia.

A History of the Institute of Public Administration Australia (1980–2020)

Written and edited by Frank Exon (Executive Director, IPAA National) this history of IPAA was published in early 2020.

Celebrating 40 years as an independent national organisation

The anniversary of IPAA becoming an independent national organisation was celebrated at an event to launch 'A History of the Institute of Public Administration Australia' held at the Museum of Australian Democracy at Old Parliament House in Canberra on the evening of 18 February 2020.

Pilot projects

IPAA Victoria continued to pilot three projects with the potential to become national projects. These include:

- a quarterly blog/magazine to complement the AJPA
- a working model for an IPAA Online Library
- a digital 'community of practice' to enable like-minded professionals to connect with each other.



IPAA's National Executive Director, Frank Exon (left) and IPAA ACT Chief Executive Officer, Drew Baker (right), with Wiley's Journal Publishing Manager, Rebecca Ciezarek (centre), following the signing of a new Publisher's Agreement for the *Australian Journal of Public Administration*.

Governance Arrangements

Council and Executive

IPAA's National Council met twice during the year (one face-to-face meeting and one teleconference meeting).

The Council is made up of three elected members and eight councillors nominated by each Division.

On 30 June 2020, the membership of the National Council was as follows:

President — Dr Gordon de Brouwer PSM FIPAA

National Treasurer — Kevin Riley

National Secretary — John Hubby FIPAA

Jacqui Allen (IPAA Tasmania)

Elizabeth Koff FIPAA (IPAA NSW)

Vicki Telfer PSM (IPAA Northern Territory)

Erma Ranieri FIPAA (IPAA South Australia)

Mike Rowe MIPAA (IPAA WA)

Kym Peake FIPAA (IPAA Victoria)

Samantha Palmer FIPAA (IPAA ACT)

Ian Stewart AO FIPAA (IPAA Queensland)

Standing Committees

National Fellows

Chair: John Hubby FIPAA

Sam Richardson Award

Chair: John Hubby FIPAA

Members: Young professionals nominated by IPAA Divisions and selected members of the Australian Journal of Public Administration Editorial Board

National Secretariat

IPAA ACT managed the National Secretariat during 2019–2020.

Financial Performance

Treasurer's Report for the Financial Year 2019-2020

The audited financial statements for the year ended 30 June 2020 disclose a small operating surplus of \$3,804 (compared to a deficit of \$17,165 in 2019) and a net asset position of \$514,219 (compared to \$510,415 in 2019). Our cash and other financial assets as at 30 June 2020 amount to \$551,535 (compared to \$596,538 in 2019). Our current ratio, a comparison of current assets to current liabilities, often used as a measure of liquidity, is 14.7 (compared to 6.9 in 2019) and indicates a strong ability to pay debts as and when they fall due.

COVID-19 has had a profound impact on all our lives, the communities we live in, the organisations we work with and for, as well as our professional associations. IPAA National has of course not been spared from the effects of the pandemic.

The financial performance for the year to 30 June 2020 has been affected by the decisions taken by National Council to respond to the effects of the pandemic on the operations of IPAA State Divisions. This includes a decision to discount State levies by 50 per cent in the final quarter of 2019-2020 and the first quarter of 2020-2021. The reduction in IPAA National income of \$18,125 is reflected in the operating surplus for the current year, and a further \$18,125 will affect IPAA National financial performance in 2020-2021.

The 2019-2020 financial year also saw the first six months of our new agreement with Wiley as publishers of the *Australian Journal of Public Administration*. The new agreement will continue to see our profit share from the *Australian Journal of Public Administration* provide a solid revenue stream to IPAA National. That profit share was \$46,665 this year (compared to \$40,129 in 2019).

While the National Conference could not go ahead as planned in May 2020, we were able to celebrate the 40th Anniversary of IPAA National becoming an independent national organisation. The operating result includes expenses of \$25,034 incurred as part of the anniversary event.

I would like to thank the staff of the National Secretariat for their efforts in managing the finances of IPAA National in an efficient and effective manner and assisting me as we have worked together to respond to the circumstances of this very difficult year.



Kevin Riley FCA FCPA
Chartered Public Finance Accountant
National Treasurer

Institute of Public Administration Australia Inc.

ABN: 67 823 323 988

Financial Statements

For the Year Ended 30 June 2020

Institute of Public Administration Australia Inc.

ABN: 67 823 323 988

Contents

For the Year Ended 30 June 2020

	Page
Financial Statements	
Council Report	1
Statement of Profit or Loss and Other Comprehensive Income	2
Statement of Financial Position	3
Statement of Changes in Equity	4
Statement of Cash Flows	5
Notes to the Financial Statements	6
Statement by members of the Council	13
Independent Audit Report	14

Institute of Public Administration Australia Inc.

ABN: 67 823 323 988

Councillors' Report

For the Year Ended 30 June 2020

Your council members submit the financial report of Institute of Public Administration Australia Inc. for the financial year ended 30 June 2020.

Council Members

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

Peter Shergold AC	Erma Ranieri
Gordon de Brouwer PSM	Robert Setter
Kevin Riley	Ian Stewart
Ray Lane	Craig Allen
John Hubby	Vicki Telfer
Samantha Palmer	Jacqui Allen
Martin Hoffman	Colin Murphy
Elizabeth Koff	Mike Rowe
Kym Peake	

Principal Activities

The Association provides discussions, conferences and professional development.

Significant Changes

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

Operating Result

The surplus after providing for income tax for the 2020 financial year amounted to \$3,804 (2019: deficit of \$17,165).

Initial application of AASB 15 and 1058

The Association has applied AASB 15: Revenue from Contracts with Customers and AASB 1058: Income of Not-for-Profit Entities using the cumulative effective method of initially applying AASB 15 and AASB 1058 as an adjustment to the opening balance of equity at 1 July 2019. Therefore, the comparative information has not been restated and continues to be presented under AASB 118: Revenue and AASB 1004: Contributions.

Institute of Public Administration Australia Inc.

ABN: 67 823 323 988

Councillors' Report

For the Year Ended 30 June 2020

Signed in accordance with a resolution of the members of the committee.

President: Gordon de Brouwer

Gordon de Brouwer PSM

Treasurer: Kevin P. Riley

Kevin Riley

Dated this 12th day of August 2020

Institute of Public Administration Australia Inc.

ABN: 67 823 323 988

Statement of Profit or Loss and Other Comprehensive Income
For the Year Ended 30 June 2020

	2020	2019
	\$	\$
Income		
State levies	126,470	81,000
Australian Journal of Public Administration (AJPA sales)	63,872	74,027
AJPA royalties	46,665	40,129
National conference	25,333	28,476
Interest income	8,485	8,557
Other income	8,007	-
	<u>278,832</u>	<u>232,189</u>
Expenses		
Administration expenses	20,828	6,411
AJPA expenses	64,040	74,028
Council expenses	2,933	4,510
Insurance	2,641	3,713
Marketing and communications	-	21,663
National conference related expenses	25,034	3,052
Postage and other expenses	3,441	1,441
Prizes and awards	8,000	3,619
Secretariat contract	144,960	102,583
State Executive Directors meeting expenses	-	474
Audit fee	3,000	5,000
Travel expenses	151	8,586
Website expenses	-	14,274
	<u>275,028</u>	<u>249,354</u>
Surplus/(Deficit) for the year	<u>3,804</u>	<u>(17,165)</u>

The accompanying notes form part of these financial statements.

Institute of Public Administration Australia Inc.

ABN: 67 823 323 988

Statement of Financial Position

As at 30 June 2020

	Note	2020 \$	2019 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	2	109,653	136,706
Trade and other receivables	3	12,276	38,709
Other financial assets	4	429,606	421,123
TOTAL CURRENT ASSETS		551,535	596,538
TOTAL ASSETS		551,535	596,538
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	5	29,816	86,123
Unearned income		7,500	-
TOTAL CURRENT LIABILITIES		37,316	86,123
TOTAL LIABILITIES		37,316	86,123
NET ASSETS		514,219	510,415
EQUITY			
Accumulated surplus		514,219	510,415
TOTAL EQUITY		514,219	510,415

The accompanying notes form part of these financial statements.

Institute of Public Administration Australia Inc.

ABN: 67 823 323 988

Statement of Changes in Equity

For the Year Ended 30 June 2020

2020

	Retained Earnings	Total
	\$	\$
Balance at 1 July 2019	510,415	510,415
Net surplus for the year	3,804	3,804
Balance at 30 June 2020	<u>514,219</u>	<u>514,219</u>

2019

	Retained Earnings	Total
	\$	\$
Balance at 1 July 2018	527,580	527,580
Net (deficit) for the year	<u>(17,165)</u>	<u>(17,165)</u>
Balance at 30 June 2019	<u>510,415</u>	<u>510,415</u>

The accompanying notes form part of these financial statements.

Statement of Cash Flows

For the Year Ended 30 June 2020

	Note	2020 \$	2019 \$
CASH FLOWS FROM OPERATING ACTIVITIES:			
Receipts from levies, members and customers		304,282	224,075
Interest received		8,485	8,557
Payments to suppliers and employees		(331,335)	(196,033)
Net cash provided by/(used in) operating activities		<u>(18,568)</u>	<u>36,599</u>
CASH FLOWS FROM INVESTING ACTIVITIES:			
Investments in term deposits		<u>(8,485)</u>	<u>(8,557)</u>
Net cash used in investing activities		<u>(8,485)</u>	<u>(8,557)</u>
Net (decrease) / increase in cash and cash equivalents held		(27,053)	28,042
Cash and cash equivalents at beginning of year		136,706	108,664
Cash and cash equivalents at end of financial year	2	<u>109,653</u>	<u>136,706</u>

The accompanying notes form part of these financial statements.

Notes to the Financial Statements

For the Year Ended 30 June 2020

Note 1: Summary of Significant Accounting Policies

The financial report covers Institute of Public Administration Australia Inc as an individual entity. Institute of Public Administration Australia Inc is a not for profit association, incorporated and domiciled in Australia.

The financial statements were authorised for issue on 7 August 2020 by the committee.

Basis of Preparation

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards – Reduced Disclosure Requirements of the Australian Accounting Standards Board (AASB) and the *Associations Incorporation Act 1991 (ACT)*. The Association is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of the financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for the cash flow information, have been prepared on an accrual basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

Accounting Policies

a. Income tax

The Association is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997.

b. 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.

c. Accounts Receivable and Other Debtors

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Accounts receivable are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment. Refer to Note 1(g) for further discussion on the determination of impairment losses.

d. Revenue and Other Income

The Association has applied AASB 15: Revenue from Contracts with Customers (AASB 15) and AASB 1058: Income of Not-for-Profit Entities (AASB 1058) using the cumulative effective method of initially applying AASB 15 and AASB 1058 as an adjustment to the opening balance of equity at 1 July 2019. Therefore, the comparative information has not been restated and continues to be presented under AASB 118: Revenue and AASB 1004: Contributions. The details of accounting policies under AASB 118 and AASB 1004 are disclosed separately since they are different from those under AASB 15 and AASB 1058, and the impact of changes is disclosed in Note 1(k).

Notes to the Financial Statements

For the Year Ended 30 June 2020

Note 1: Summary of Significant Accounting Policies

d. Revenue and Other Income (continued)

Interest income

Interest is recognised in the statement of comprehensive income using the effective interest method.

Income from services

Revenue in relation to rendering of services is recognised depending on whether the outcome of the services can be estimated reliably. If the outcome can be estimated reliably then the stage of completion of the services is used to determine the appropriate level of revenue to be recognised in the period. If the outcome cannot be reliably estimated, then revenue is recognised to the extent of expenses recognised that are recoverable.

A receivable will be recognised when the goods are delivered. The Association's right to consideration is deemed unconditional at this time as only the passage of time is required before payment of that consideration is due.

Other income

Other income is recognised on an accruals basis when the Association is entitled to it.

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

In the comparative period

Donations and bequests are recognised as revenue when received.

Interest revenue is recognised using the effective interest 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.

Revenue from the rendering of a service is recognised upon the delivery of the service to the customer.

e. 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 Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities, which are recoverable from or payable to the ATO, are presented as operating cash flows included in receipts from customers or payments to suppliers.

f. Financial Assets

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the Association becomes a party to the contractual provisions to the instrument. For financial assets, this is the date that the Association commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments (except for trade receivables) are initially measured at fair value plus transaction costs, except where the instrument is classified "at fair value through profit or loss", in which case transaction costs are expensed to profit or loss immediately. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Notes to the Financial Statements

For the Year Ended 30 June 2020

Note 1: Summary of Significant Accounting Policies

f. Financial Assets (continued)

Trade receivables are initially measured at the transaction price if the trade receivables do not contain significant financing component or if the practical expedient was applied as specified in AASB 15: Revenue from Contracts with Customers.

Classification and subsequent measurement

Financial liabilities

Financial liabilities are subsequently measured at:

- amortised cost; or
- fair value through profit or loss.

A financial liability is measured at fair value through profit or loss if the financial liability is:

- a contingent consideration of an acquirer in a business combination to which AASB 3: Business Combinations applies;
- held for trading; or
- initially designated as at fair value through profit or loss.

All other financial liabilities are subsequently measured at amortised cost using the effective interest method. The effective interest method is a method of calculating the amortised cost of a debt instrument and of allocating interest expense over its life in profit or loss over the relevant period. The effective interest rate is the internal rate of return of the financial asset or liability. That is, it is the rate that exactly discounts the estimated future cash flows through the expected life of the instrument to the net carrying amount at initial recognition.

A financial liability cannot be reclassified.

Financial assets

Financial assets are subsequently measured at:

- amortised cost;
- fair value through other comprehensive income; or
- fair value through profit or loss.

The initial designation of financial instruments to measure at fair value through profit or loss is a one-time option on initial classification and is irrevocable until the financial asset is derecognised.

Equity instruments

At initial recognition, as long as the equity instrument is not held for trading or not a contingent consideration recognised by an acquirer in a business combination to which AASB 3 applies, the Association made an irrevocable election to measure any subsequent changes in fair value of the equity instruments in other comprehensive income, while the dividend revenue received on underlying equity instruments investment will still be recognised in profit or loss. Regular way purchases and sales of financial assets are recognised and derecognised at settlement date in accordance with the Association's accounting policy.

Derecognition

Derecognition refers to the removal of a previously recognised financial asset or financial liability from the statement of financial position.

Derecognition of financial liabilities

A liability is derecognised when it is extinguished (ie when the obligation in the contract is discharged, cancelled or expires). An exchange of an existing financial liability for a new one with substantially modified terms, or a substantial modification to the terms of a financial liability, is treated as an extinguishment of the existing liability and recognition of a new financial liability.

Notes to the Financial Statements

For the Year Ended 30 June 2020

Note 1: Summary of Significant Accounting Policies

f. Financial Assets (continued)

Derecognition of financial assets

A financial asset is derecognised when the holder's contractual rights to its cash flows expires, or the asset is transferred in such a way that all the risks and rewards of ownership are substantially transferred.

All the following criteria need to be satisfied for the derecognition of a financial asset:

- the right to receive cash flows from the asset has expired or been transferred;
- all risk and rewards of ownership of the asset have been substantially transferred; and
- the Association no longer controls the asset (ie has no practical ability to make unilateral decision to sell the asset to a third party).

On derecognition of a financial asset measured at amortised cost, the difference between the asset's carrying amount and the sum of the consideration received and receivable is recognised in profit or loss.

The Association recognises a loss allowance for expected credit losses on:

- financial assets that are measured at amortised cost or fair value through other comprehensive income;
- lease receivables;
- contract assets (eg amount due from customers under construction contracts); and
- loan commitments that are not measured at fair value through profit or loss.

Loss allowance is not recognised for:

- financial assets measured at fair value through profit or loss; or
- equity instruments measured at fair value through other comprehensive income.

Expected credit losses are the probability-weighted estimate of credit losses over the expected life of a financial instrument. A credit loss is the difference between all contractual cash flows that are due and all cash flows expected to be received, all discounted at the original effective interest rate of the financial instrument.

The Association uses the simplified approach to impairment, as applicable under AASB 9.

Simplified approach

The simplified approach does not require tracking of changes in credit risk at every reporting period, but instead requires the recognition of lifetime expected credit loss at all times. This approach is applicable to trade receivables.

In measuring the expected credit loss, a provision matrix for trade receivables is used, taking into consideration various data to get to an expected credit loss (ie diversity of its customer base, appropriate groupings of its historical loss experience, etc). At each reporting date, the Association recognises the movement in the loss allowance as an impairment gain or loss in the statement of profit or loss and other comprehensive income. The carrying amount of financial assets measured at amortised cost includes the loss allowance relating to that asset.

g. Impairment of Assets

At the end of each reporting period, the Association reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that an asset may be impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and its value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised in profit or loss.

Notes to the Financial Statements

For the Year Ended 30 June 2020

Note 1: Summary of Significant Accounting Policies

h. Comparative Figures

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

i. Key Estimates

The Association assesses impairment at the end of each reporting period by evaluation of conditions and events specific to the Association that may be indicative of impairment triggers. Recoverable amounts of relevant assets are reassessed using value-in-use calculations which incorporate various key assumptions.

j. Key Judgements

Performance obligations under AASB 15

To identify a performance obligation under AASB 15, the promise must be sufficiently specific to be able to determine when the obligation is satisfied. Management exercises judgement to determine whether the promise is sufficiently specific by taking into account any conditions specified in the arrangement, explicit or implicit, regarding the promised goods or services. In making this assessment, management includes the nature/ type, cost/ value, quantity and the period of transfer related to the goods or services promised.

Going Concern

The COVID-19 outbreak has impacted the way of life in Australia. This has affected the ability of the Association to continue operations as usual and have negatively impacted on its operating results. In accordance with national guidelines, the Association has implemented remote working arrangements in response to government requirements and to ensure the wellbeing and safety of all employees and visitors.

The Association has determined that there are no going concern risks arising from the impact of the COVID-19 outbreak. The members have determined that the Association remains in a healthy cash position and retained stable membership numbers for the 2021 financial year.

It is not possible to reliably estimate the duration and severity of the impact of COVID-19, as well as the impact on the financial position and results of the Association for future periods. However, based on analysis of the financial performance and position the financial statements have been prepared on a going concern basis. The Association believes at this point in time that there is no significant doubt about the entity's ability to continue as a going concern.

k. New and Amended Accounting Policies Adopted by the Association

Initial application of AASB 15 and AASB 1058

The Association has applied AASB 15: *Revenue from Contracts with Customers* and AASB 1058: *Income of Not-for-Profit Entities* using the cumulative effective method of initially applying AASB 15 and AASB 1058 as an adjustment to the opening balance of equity at 1 July 2019. Therefore, the comparative information has not been restated and continues to be presented under AASB 118: *Revenue* and AASB 1004: *Contributions*.

The Association has elected to apply AASB 1058 retrospectively only to contracts that are not completed contracts at the date of initial application. A classification change occurred which resulted in the deferred income now being classified as contract liability in line with wording used in AASB 15.

Notes to the Financial Statements

For the Year Ended 30 June 2020

Note 2: Cash and cash equivalents

	2020	2019
	\$	\$
Cash at bank and in hand	109,653	136,706

Note 3: Trade and other receivables

	2020	2019
	\$	\$
CURRENT		
Trade receivables	12,276	38,709

Note 4: Other financial assets

	2020	2019
	\$	\$
CURRENT		
Term deposits	429,606	421,123

Note 5: Trade and other payables

	2020	2019
	\$	\$
CURRENT		
Trade creditors	-	20,963
Payable to IPAA ACT	13,288	61,658
Payable to IPAA NSW	-	206
Sundry creditors	8,000	4,500
Accrued expenses	3,000	-
Net GST payable/(receivable)	5,528	(1,204)
Total current trade and other payables	29,816	86,123

Institute of Public Administration Australia Inc.

ABN: 67 823 323 988

Notes to the Financial Statements

For the Year Ended 30 June 2020

Note 6: Related Party Transactions

The Association's related parties include the key management personnel, members of National Council and each of the State Divisions of the Institute of Public Administration.

Members of National Council

Members of National Council provide their services in a voluntary capacity. They receive no remuneration or retirement benefits. They are reimbursed for their out of pocket travel and related expenses. The total of the expense reimbursements for the President and members of National Council are detailed in the Statement of Comprehensive Income.

The Association has paid professional indemnity insurance that covers members of National Council. This insurance is not separately identifiable from other insurance expenses. There are no loans made, guaranteed or secured by the entity to members of National Council at the reporting date, or during the financial year.

State Divisions of the Institute of Public Administration

Each State Division of the Institute of Public Administration is a member of the Association. During the reporting year members contribute to the revenue of the entity, described as State levies, on the basis of a proportion of total State Division's revenue. This policy has been applied since July 2012. The total of State levies is disclosed as revenue in the Statement of Comprehensive Income. The Association enters into a profit-sharing arrangement with the State Division of the Institute of Public Administration which hosts the IPAA National Conference. The amount of any profit (or loss) from the IPAA National Conference is included as revenue (or expenses) of the entity in the Statement of Comprehensive Income.

During the reporting period the Association has contracted with individual State Divisions of the Institute of Public Administration to provide secretariat support, accounting and administrative support, marketing and communications. These expenses are detailed in the Statement of Comprehensive Income. The total amounts paid to each State Division are set out below:

Institute of Public Administration Australia ACT Division Inc. \$144,960 (2019: \$101,000).

Institute of Public Administration Australia Inc.

ABN: 67 823 323 988

Statement by Members of the Council

The council has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the council the financial report as set out on pages 2 to 12.

1. Presents fairly the financial position of Institute of Public Administration Australia Inc. as at 30 June 2020 and its performance for the year ended on that date.

2. At the date of this statement, there are reasonable grounds to believe that Institute of Public Administration Australia Inc. will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the council and is signed for and on behalf of the council by:

President *Gordon de Brouwer*
Gordon de Brouwer PSM

Treasurer *Kevin P. Riley*
Kevin Riley

Dated this *12th* day of *August* 2020

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA INC.

Report on the Audit of the Financial Report

Opinion

We have audited the accompanying financial report of the Institute of Public Administration Australia Incorporated (the association), which comprises the statement of financial position as at 30 June 2020, the statement of profit or loss, statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, 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 of the Institute of Public Administration Australia Incorporated is in accordance with the *Associations Incorporation Act 1991*, including:

- i. giving a true and fair view of the association's financial position as 30 June 2020 and of its performance for the year ended on that date and the other matters required by Section 72 (2) of the *Associations Incorporation Act 1991*;
- ii. we have obtained all the information and explanations required;
- iii. complying with Australian Accounting Standards – Reduced Disclosure Requirements and the *Associations Incorporation Act 1991*; and
- iv. proper accounting records and other records have been kept by Institute of Public Administration Australia Incorporated as required by 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 other 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

We draw attention to Note 1(j) of the financial report which notes the outbreak of COVID-19 as a global pandemic and how this has been considered by the directors in the preparation of the financial report. The impact of COVID-19 is an unprecedented event, which continues to cause a high level of uncertainty and volatility. As set out in the financial statements, no adjustments have been made to financial statements as at 30 June 2020 for the impacts of COVID-19. Our opinion is not modified in respect of this matter.

Information Other than the Financial Report and Auditor's Report Thereon

The committee are responsible for the other information. The other information comprises the information included in the annual report for the year ended 30 June 2020 but does not include the financial report and our auditor's report thereon. Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon. In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA INC.

Responsibilities of the Committee for the Financial Report

The committee of the association is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards – Reduced Disclosure Requirements and the *Associations Incorporation Act 1991* and for such internal control as the committee determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee is responsible for assessing the ability of the association 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.

Auditor's Responsibility 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 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 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.



Shane Bellchambers, FCA
Registered Company Auditor
BellchambersBarrett

Canberra, ACT
Dated this 12th day of August 2020

Contact details

National Office

National President — Dr Gordon de Brouwer PSM FIPAA

National Executive Director — Frank Exon

PO Box 4349

KINGSTON ACT 2604

T: 02 6154 9800

E: admin@ipaa.org.au

W: www.ipaa.org.au

Divisions



T: 07 3003 2735

E: ipaaqld@psc.qld.gov.au

W: www.qld.ipaa.org.au



T: 02 8066 1900

E: info@nsw.ipaa.org.au

W: www.nsw.ipaa.org.au



T: 02 6154 9800

E: admin@act.ipaa.org.au

W: www.act.ipaa.org.au



T: 03 9653 2000

E: info@vic.ipaa.org.au

W: www.vic.ipaa.org.au



T: 03 6232 7122

E: info@tas.ipaa.org.au

W: www.tas.ipaa.org.au



T: 08 8212 7555

E: admin@sa.ipaa.org.au

W: www.sa.ipaa.org.au



T: 08 9360 1400

E: info@ipaawa.org.au

W: www.wa.ipaa.org.au



T: 08 8999 3892

E: admin@nt.ipaa.org.au

W: www.nt.ipaa.org.au