

Annual Report 2020-21

IPAA NT ACKNOWLEDGES THE TRADITIONAL CUSTODIANS OF COUNTRY THROUGHOUT THE NORTHERN TERRITORY AND PAYS RESPECT TO ELDERS PAST, PRESENT AND EMERGING.

President's report



The extraordinary times we faced in 2019-20 continued through into 2020-21.

The past year has seen unique and unexpected challenges faced by public sectors across Australia. COVID-19 has shaken our economic and social systems. Federal, state/territory and local governments have had to plan and respond at speed and scale making it another busy and challenging period for the public sector. The Northern Territory's public sector workers at all levels of government should be proud of how we have served our governments and the community during this time with resilience and a remarkable capacity to adapt.

With all good intentions for 2021 to outshine 2020 in terms of events for IPAA NT, the continuing disruptions of COVID-19 and high workloads of volunteer committee members meant this ambition was not fulfilled. Nevertheless, IPAA NT has achieved a number of things this past year, including our second celebration of United Nations Public Service Day on 23 June, with a networking event at Wharf One. IPAA NT has continued its support of the Young Professionals Network (YPN) in 2020-21 and they held seven successful events, and secured 36 members.

I have continued to engage strongly with IPAA National to develop partnerships and collaborations amongst other IPAA divisions to offer professional development training opportunities. These plans will come to fruition later this year.

The financial performance for the year to 30 June 2021 was substantially different to the previous year, simply because 2019-20 included revenue and expenses from hosting the National Conference. While our income for this financial year is substantially lower than the previous year, we ended the year with a small surplus.

I would like to thank all IPAA NT members for their continued support, and for the efforts of the IPAA NT Management Committee.

Vicki Telfer PSM
President

Finance

IPAA NT has continued implementation of sound corporate and financial governance arrangements, enabling us to meet our reporting obligations under the *Associations Act 2003* (NT) and in line with the Australian Accounting Standards.

Following a loss of \$2,622 in 2019-20, this year has seen a small surplus of \$208.37.

Summary points to note from the financial statements are:

- **Revenue** – totalled \$8,756.37 for the year, from membership fees and YPN events. Revenue returned to normal levels in 2020-21 after the unusually high revenue levels in 2019-20 as a result of hosting the National Conference.
- **Expenses** – totalled \$8,548.00 for the year, predominantly for events. As with revenue, expenses returned to relatively normal levels in 2020-21 following the high expenses incurred as a result of hosting the National Conference in 2019.
- **Cash at bank** – decreased slightly by \$535.97, to a total of \$35,239.60.
- **Assets** – increased by \$463.03, mainly as a result of interest earned on term deposits. Assets total \$157,007.90 at 30 June 2021.

A copy of the Financial Statements for the financial year ended 30 June 2021 can be found at the end of this report, along with the Independent Audit Report, prepared by Michael Martin OAM FCPA.

Dimitri Petrelis
Treasurer

Membership

IPAA NT had 25 members in 2020-21, which was a decrease of 44% (or 20 members) on the previous year.

Year	No. of members	% change from previous year
2017-18	45	-
2018-19	28	-62%
2019-20	45	+62%
2020-21	25	-44%

Events

United Nations Public Service Day – 23 June 2021

In 2003, the United Nations (UN) General Assembly designated 23 June as Public Service Day. The UN established this day to:

- celebrate the value and virtue of public service to the community
- highlight the contribution of public service in the development process
- recognise the work of public servants
- encourage young people to pursue careers in the public sector.

On 23 June, IPAA NT held an evening networking function at Wharf One restaurant at Darwin Waterfront, to celebrate United Nations Public Service Day. Seventeen people, including members from the NT Comm Club (Commonwealth public servants network) attended to network and celebrate public service.



Young Professionals Network (YPN) events

During 2020-21, YPN NT held a number of events including:

- December 11 2020 – YPN Friday Casual Networking Event – Kingpin Darwin
- January 29 2021 – YPN Friday Casual Networking Event – Precinct Waterfront
- February 25 2021 – Build Your Financial Future. Held at CPA
- March 18 2021 – Trivia – Event postponed/cancelled due to COVID-19
- March 24 2021 – Cultivating Leadership Skill in the workplace. Joint venture with IML ANZ. Held at CPA
- April 30 2021 – YPN Friday Casual Networking Event – Bella Pasta, Waterfront
- May 2021 – No events
- June 04 2021 – YPN Member night – Nirvana Restaurant

COVID-19 had an impact at the beginning of 2021. The 2021 Trivia event was cancelled due to restrictions being brought in at the scheduled event time. During the second half of the year COVID-19 had a minimal impact on the events however the total number of attendees was limited due to people per m² space requirements.

Member Numbers

YPN throughout the year has maintained approximately 36 members which is a similar number to previous years. This is partly due to members able to buy memberships at different times of the year and for different lengths. YPN NT had on offer several memberships this year which included early bird sales, half year memberships and full year memberships.

YPN NT this year has put a lot of effort into building the social media profile and working with local businesses. As a result, YPN NT held several collaborative events over the year with CPA, Institute of Managers and Leaders (IML), Hays, and City of Darwin. This has helped build and strengthen partnerships within the Darwin community and we look forward to working with these teams again in the new year.

Some of our more successful events this year were the YPN professional development events, which are an important component of our membership offering. Events such as Build Your Financial Future, Navigating Your Career GPS and Careers in the Territory all saw good attendance and strong audience interest thanks to the topics and great speakers involved.

We also held a member only event this year (the Nirvana dinner). This event had a good turnout and was quite successful and allowed members to socialise with other members in a sit down and relaxing environment. As this was a successful event this is something the committee plans to do again.

YPN finances are currently sitting in the black and compared to last year, YPN NT are in a much better financial position to be able to hold future events.

We look forward to an exciting and eventful 2022.



IPAA NT Management Committee

Committee Members as at 30 June 2021

The Committee members of the IPAA NT Management Committee as at 30 June 2021 were:

Vicki Telfer	President
Heather Dunkel	Vice President
Maria Mohr	Secretary
Dimitri Petrelis	Treasurer
Kevin Thomas	Public Officer
Christabelle Darcy	Member
Patricia (Trisha) Howes	Member
Richard Barber	Member
Edwin Joseph	Member
Nisha Nanoo / David Marek	YPN

Committee meetings are held monthly, on the first Monday of the month.

In 2020-21, there were 8 Committee meetings.

Attachments



Financial Statements for the year ended 30 June 2021

We confirm as follows:

a) The name and position of each committee member of the association during the relevant financial year were:

- Vicki Telfer President
- Heather Dunkel Vice President
- Maria Mohr Secretary
- Dimitri Petrelis Treasurer
- Kevin Thomas Public Officer
- Christabelle Darcy Member
- Patricia Howes Member
- Richard Barber Member
- Edwin Joseph Member

b) The principal activities of the association during the relevant financial year were:

- Professional networking opportunities
- Professional development seminars

PROFIT AND LOSS

	2020-21	2019-20
	\$	\$
REVENUE		
IPAA Membership	1,404.24	5,832.80
YPN Membership	2,714.36	1,383.83
IPAA Activities	0.00	0.00
YPN Activities	2,983.80	1,664.71
National Conference – IPAA	0.00	121,520.20
Operating Account Interest – IPAA	11.88	22.67
Operating Account Interest – YPN	1.05	2.55
Investment Interest – IPAA (PCCU)	573.60	1,586.39
Investment Interest – IPAA (BoQ)	1,067.44	1,860.43
Miscellaneous Revenue / Grants – IPAA	0.00	0.00
Miscellaneous Revenue / Grants – YPN	0.00	100.00
TOTAL REVENUE	8,756.37	133,973.58
EXPENSES		
IPAA Activities	789.00	5,683.57
YPN Activities	3,654.45	2,565.33
Marketing – YPN	0.00	33.00
National Conference – IPAA	0.00	107,741.16
National Conference – IPAA – 50% profit share paid to IPAA National	0.00	11,984.80
Information Technology – IPAA	3,138.25	2,915.00
Information Technology – YPN	0.00	41.63
Post Office Box	325.00	319.00
PSMP Sponsorship	0.00	0.00
NT Divisional levy and AJPA fees	641.30	5,190.04
Miscellaneous	0.00	121.95
TOTAL EXPENSES	8,548.00	136,595.48
SURPLUS / (LOSS)	208.37	(2,621.90)

BALANCE SHEET

	2020-21	2019-20
	\$	\$
CURRENT ASSETS		
Cash at Bank	35,239.60	35,775.47
<i>less</i> – unrepresented cheques	0.00	(250.00)
Term Deposits	119,840.24	118,199.20
YPN Membership Receivables (Try Booking, Stripe & EventBrite)	1,557.36	139.00
IPAA Membership Receivables (PayPal)	0.00	0.00
National Conference - Revenue held in trust by Agentur	0.00	0.00
National Conference – amount owing by IPAA National	0.00	2,681.20
IPAA National Receivables - NT Divisional levy and AJPA fees – Credits / Adjustments	370.70	0.00
TOTAL ASSETS	157,007.90	156,544.87
CURRENT LIABILITIES		
Grant received in advance	5,000.00	5,000.00
Creditor – IPAA National Office – June 2020 Divisional Levy and AJPA Fees	0.00	84.34
Creditor – C Darcy for Wharf One	89.00	84.34
TOTAL LIABILITIES	5,089.00	5,084.34
NET ASSETS	151,918.90	151,460.53
MEMBERS' FUNDS		
Balance at the start of the year	151,460.53	154,082.43
Movements – clear unrepresented cheque from previous years	250.00	0.00
Surplus / (Deficit)	208.37	(2,621.90)
ACCUMULATED FUNDS	151,918.90	151,460.53

Institute of Public Administration Australia NT Division Incorporated

Notes to the Financial Statements

for the year ended 30 June 2021

1. Summary of Accounting Policies

The accounting policies adopted by the Association are stated in order to assist in a general understanding of the financial statements. These policies have been consistently applied except as otherwise indicated.

Reporting entity

The association is not a reporting entity because in the committee's opinion there are unlikely to exist users who are unable to command the preparation of reports tailored so as to satisfy all of their information needs, and these accounts are therefore "special purpose accounts" that have been prepared solely to meet the requirements of the Constitution and the Associations Act.

Accounting policies

The financial report has been prepared under the historical cost conventions and does not take into account changing money values.

In order for the financial report to present fairly the state of affairs of the Association and the results of the Association for the year, Australian Accounting Standards have been adopted to the extent disclosed in this note.

Income tax

The Association is of the opinion that it is not subject to income tax as per Private Ruling notification from the Australian Tax Office.

Independent Audit Report

Independent Auditor's Report to the Members of Institute of Public Administration NT Division Inc

I have audited the attached special purpose financial report of Institute of Public Administration NT Division Incorporated, which comprises the income statement for the year ended 30 June 2021 and the balance sheet as at 30 June 2021 as set out in this Report.

Committee Member's Responsibility for the financial Report

The Management Committee of the Association is responsible for the preparation and fair presentation of the financial report and has determined that the accounting policies used and described in Note 1 described to the financial statements, which form part of the financial report, are appropriate to meet the financial reporting requirements of the *Associations Act* and are appropriate to meet the needs of the members.

Auditors Responsibility

I have also conducted an independent audit of the financial report in order to express an opinion to the members of the Association on their preparation and presentation. My responsibility is to express an opinion on the financial report based on my audit. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of its members.

The financial report has been prepared for distribution to the members for the purpose of fulfilling the committee Member's financial reporting requirements under the *Associations Act*. I disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared

I have conducted my audit in accordance with Australian Auditing Standards. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on my judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, I have considered internal controls relevant to the entity's preparation and fair presentation of the financial report 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 accounting policies used and the reasonableness of accounting estimates made by the committee as well as evaluating the overall presentation of the financial report.

The audit opinion expressed in this report has been formed on the above basis.

Independence

In conducting my audit, I have met the independence requirements of the Australian professional accounting bodies.

Qualifications

The Association only records amounts received when they are banked, as it is not practical to establish control over income prior to its initial entry. Revenue is paid into the relevant bank account. It is assumed that all amounts banked in this fashion are received into the Bank Account. My audit relating to such income was therefore limited to ensuring that the amounts banked were properly recorded in the accounts. Accordingly, I do not express an opinion on whether all income banked is complete and I cannot determine the effects of such adjustments, if any, as might have been determined to be necessary had this limitation not existed.

Qualified Auditor's Opinion

In my opinion, except for the effects on the financial report of the matters referred to in the qualification paragraph, the financial report presents fairly, in all material respects, the financial position of the Institute of Public Administration Australia NT Division Inc. as of 30 June 2020 and the results of its operations as at 30 June 2020 in accordance with Australian Accounting Standards



Michael Martin OAM FCPA

6 November 2021