

IPAA QUEENSLAND  
**ANNUAL REPORT**  
**2019-20**

INSTITUTE OF  
PUBLIC ADMINISTRATION  
AUSTRALIA

**IPAA**  
QUEENSLAND

# IT'S YOUR IPAA

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## ABOUT US

The Institute of Public Administration Australia (IPAA) Queensland is the professional association for public servants across all levels of government in Queensland and those from the community, business and university sectors engaged in public purpose work. We provide opportunities to build and strengthen professional connections, facilitate and stimulate discussions to challenge thinking, and inform on key topics, issues and policies relevant to public purpose work.

## OUR MISSION

To advance the capability and integrity of all engaged in public administration and public purpose work and to promote pride in service.

## OUR VALUES

Inclusiveness | Integrity | Service

This report has been produced to provide members with information on our performance and activities.

## CONTACT US

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## PRESIDENT'S MESSAGE

I am pleased to present the IPAA Queensland annual report 2019–20.

As your new President, I would like to acknowledge Immediate Past President, Robert Setter, whose vision and stewardship for re-establishing IPAA in Queensland has been instrumental to the significant progress made.

The past 12 months have been both rewarding and challenging for IPAA Queensland. We continue to make great strides in building a strong foundation for a financially sustainable professional association. Our value proposition continues to grow through delivery of compelling thought leadership events and valuable curated digital content to a broad network of individuals and organisations engaged in public purpose work.

Like other organisations, IPAA Queensland has been challenged by the COVID-19 health pandemic and the necessary shift from in-person to online events and digital content reoriented to support our members and community in the 'new normal'.

During this financial year, IPAA Queensland:

- delivered a highly successful thought leadership program, including eight events that attracted more than 2000 representatives from all levels of government, not-for-profit organisations, professional services firms and universities
- maintained our 27 organisational members, including all Queensland Government Leadership Board departments and four public service offices, and grew our individual members from 85 to 171
- continued our partnerships with KPMG, BDO Brisbane, Queensland University of Technology, University of Queensland and Griffith University as well as established new partnerships with Holding Redlich, McKinsey & Company, QSuper and Brisbane City



Council. These partnerships provide valuable financial and non-financial support, including world class speakers and digital content

- issued 21 editions of IPAA Insights, our fortnightly eNewsletter which reaches members and friends across the state.

In May 2020, the Advisory Council engaged in a strategic planning exercise for 2020 and 2021, facilitated by Griffith University's Dr Ingrid Burkett, Co-Director of the Yunus Centre. As a result, the Advisory Council committed to three strategic priorities:

- grow our membership across the public purpose ecosystem (government, university, community and business sectors) and among young professionals
- provide opportunities for professional development through events and digital content that address good practice and challenge thinking,
- enhance the positive reputation of public purpose effort by bringing together the knowledge and experience from across the public purpose ecosystem to provide a safe and trusted platform for robust discussions and debates for the benefit of our members and communities.

The Advisory Council also affirmed our values:

- inclusiveness: inclusive of and relevant to the rich diversity of ideas, people, organisations and sectors engaged in public purpose work—deliberately inclusive in all that we do
- integrity: honest and ethical behaviour and leadership, providing an independent and safe place for honest and courageous conversations
- service: commitment to service, to positive impacts on members, partners, and friends and on the communities and citizens we serve.

IPAA Queensland is central to powering public purpose work in a rapidly changing world. These extraordinary challenging times remind us of how important the public sector and public purpose workers are to supporting our communities. We are well positioned to promote the ideals of service that drive all of us engaged in public purpose work.

It has been a privilege to serve as President of IPAA Queensland these past six months. Our achievements during 2019–20, however, owe much to the collective leadership of the Advisory Council. I would also like to acknowledge our organisational members, business and university partners, and the IPAA team at the Public Service Commission for your ongoing support, investment and trust in IPAA Queensland. Most importantly, thank you to our valuable members for your personal commitment and investment in your professional association.

**Ian Stewart AO**

President – IPAA Queensland



## OUR **ADVISORY COUNCIL**

IPAA Queensland is governed by an Advisory Council, supported by the Queensland Government Chief Executive Leadership Board. The Advisory Council is responsible to association members for the overall performance of IPAA Queensland. It sets the strategic priorities by setting out medium-term directions, strategies, goals

and key performance indicators, and oversees its activities and operation. Advisory Council members are active champions of IPAA Queensland and promote the association's value and activities. Membership during 2019–20 included chief and senior executives from all three levels of government and academia.

### 2019–20 members include:



**PRESIDENT**  
**IAN STEWART**

Leadership Advisor  
and Director



**PAST PRESIDENT**  
**ROBERT SETTER**

Chief Executive,  
Public Service  
Commission



**SECRETARY**  
**JAMES PURTILL**

Director-General,  
Department of  
Natural Resources,  
Mines and Energy



**TREASURER**  
**NEIL SCALES**

Director-General,  
Department of  
Transport and  
Main Roads



**ANNE**  
**TIERNAN**

Professor and Dean  
(Engagement),  
Business School,  
Griffith University



**GREG**  
**HALLAM**

Chief Executive,  
Local Government  
Association  
Queensland



**RACHEL**  
**HUNTER**

Under-Treasurer,  
Queensland  
Treasury



**DR CHRIS**  
**SARRA**

Director-General,  
Department  
of Aboriginal  
and Torres  
Strait Islander  
Partnerships



**MICHELLE**  
**LEES**

Deputy Chief  
Executive Officer,  
Customer Service  
Delivery, Services  
Australia



**MARK**  
**LE DIEU**

Group Manager,  
Community Grants  
Hub, Department  
of Social Services

## YEAR IN REVIEW

This year IPAA Queensland focused on four strategic priorities—growing the membership, building productive partnerships, enhancing regional engagement, and implementing sound governance arrangements. We also continued to build our value proposition by delivering compelling thought leadership events and curated digital content.

## OUR MEMBERS

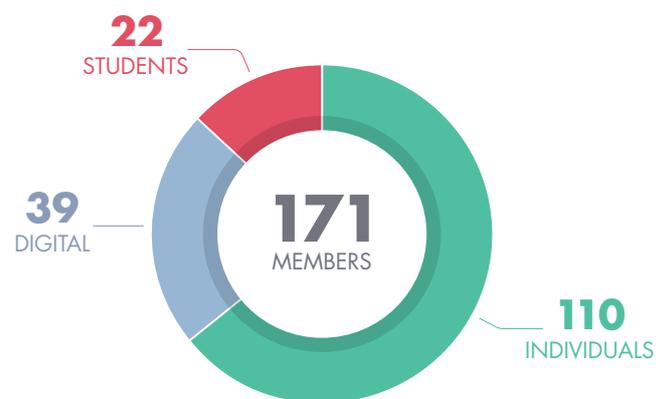
Our 27 organisational members continued their memberships with IPAA Queensland, which comprised of:

- 23 Queensland Government Leadership Board departments
- four public service offices:
  - » Crime and Corruption Commission
  - » Queensland Audit Office
  - » Queensland Treasury Corporation
  - » State Library Queensland.

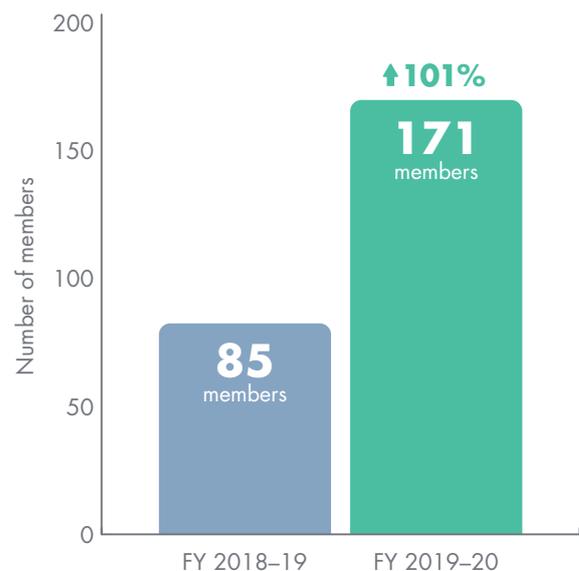
Among the many benefits of organisational membership are complimentary tables at signature events, including the Chief Executives and Young Professionals Breakfast and the Annual Forum.

Individual memberships continued to grow. During 2019–20, IPAA Queensland attracted 171 individual members, up from 85 the previous year for a growth rate of 101%. Benefits of membership include complimentary and/or member rates for events, full access to a growing online library of video content as well as discounts to tertiary courses and events offered by our university partners. IPAA Queensland’s digital membership offering provides a cost-effective option for those located outside South East Queensland, enabling them to stay connected with our activities and member-only online content.

## MEMBERSHIP STATISTICS



**MEMBERSHIP BREAKDOWN (FY 2019–20)**



**MEMBERSHIP INCREASE SUMMARY**

## OUR EVENTS

IPAA Queensland’s strategic program of events delivered in 2019–20 attracted more than 2000 attendees from government agencies, professional services firms, not-for-profit organisations and universities.

These thought leadership forums informed and challenged attendees thinking on topics and issues relevant to public purpose work and (pre COVID-19) provided opportunities for attendees to build their professional connections and extend their networks.

Formal and informal feedback was highly positive with almost all events achieving an excellent Net Promoter Score.

Our signature events—Chief Executives and Young Professionals Breakfast, Annual Forum, and Irene Longman Oration—addressed two themes:

- Future of public purpose work (2019)
- Reframing relationships: Partnerships, community and empowerment in public purpose work (2020).

Beginning in May 2020, IPAA Queensland shifted its events to virtual delivery in response to the COVID-19 health pandemic.



## OUR EVENTS **SUMMARY**

### IPAA QUEENSLAND ANNUAL FORUM: **DELIVERING PUBLIC PURPOSE WORK IN THE NEXT ECONOMY**

8 August 2019 | 462 attendees | 5 locations

The IPAA Queensland Annual Forum 2019 was hosted at Brisbane Convention and Exhibition Centre and simultaneously, via live-streaming and on-the-ground facilitators in Cairns, Townsville, Rockhampton and Toowoomba. Participants around the state explored the future of public purpose work with an impressive line-up of keynote speakers, interactive panel sessions and inspiring case studies.

Superbly facilitated by MC Martin Stewart-Weeks, speakers included Thomas King, Annabel Crabb, Professor Anne Tiernan, Jo Sheppard, Michael Eales, Ben Schramm, Lisa Siganto, Adam Fennesy, Karyn Walsh and Robert Setter. Two inspiring case studies illustrating the future of service delivery in action—the Toowoomba Housing Hub and Cairns Safer Streets—were presented by Helen McGrath, Rodney Watton and Simon King, and Nick O’Brien and Riley Myles, respectively.



## OUR EVENTS **SUMMARY (CONT.)**

### CHALLENGER **SEMINAR SERIES**

In 2019, IPAA Queensland launched the Challenger Seminar which brought together multiple experts to examine important topics facing the public purpose sector. In 2020, we hosted two events that addressed highly relevant and challenging issues and provided an engaging dialogue for both speakers and attendees.

#### SEMINAR **ONE**



10 October 2019 | 37 attendees | Co-hosted with Crime and Corruption Commission

30 years since Fitzgerald: Ethics and public purpose in the next economy, featuring Alan MacSporran QC (Crime and Corruption Commission), Cris Parker (The Ethics Centre) and Ian Stewart AO (formerly Queensland Police Service), moderated by David Fagan, former Courier Mail editor, now independent journalist and author.

This event was delivered in partnership with the Crime and Corruption Commission.

#### SEMINAR **TWO**



5 March 2020 | 63 attendees | sponsored by McKinsey & Company

Digital transformation in public purpose work, featuring senior partners Seckin Ungur and Tom Beeby (McKinsey & Company), moderated by Cat Matson, Brisbane City Council Chief Digital Officer.

Thanks to McKinsey's generous sponsorship of this event, attendance was complimentary.

## OUR EVENTS **SUMMARY (CONT.)**

### STEWARDS **ON THE COUCH**

Several times each year, IPAA Queensland invites a senior public purpose leader to participate in an informal interview ‘on the couch’ that explores their interests, influences, leadership and views on public purpose work.

These interviews provide attendees with an opportunity to get to know the steward behind the formal role. Interviews are followed with a networking session, enabling attendees to connect with the stewards and other influential leaders and build their professional networks.

This year, in keeping with COVID-19 public health directions around social distancing measures, two of our events were live-streamed to audiences. Registration was complimentary thanks to our partners and both events attracted large numbers and very positive feedback.

IPAA Queensland thanks partner Holding Redlich for their generous sponsorship of Scott McDougall’s event and QUTeX for their generous sponsorship of Dr Chris Sarra and Angela Leitch’s event. We would also like to acknowledge QUTeX for providing the digital delivery for both virtual events.

### INTERVIEW **ONE**



5 September 2019 | 49 attendees | Neil Scales, Director-General, Department of Transport and Main Roads

### INTERVIEW **TWO**



12 May 2020 | 369 virtual registrants | Scott McDougall, Queensland Human Rights Commissioner | Sponsored by Holding Redlich

### INTERVIEW **THREE**



2 June 2020 | 330 virtual registrants | Angela Leitch, Pro-Vice Chancellor Indigenous Strategy, Queensland University of Technology and Dr Chris Sarra, Director-General, Department of Aboriginal and Torres Strait Islander Partnerships

## OUR EVENTS **SUMMARY (CONT.)**

### IRENE LONGMAN **ORATION**

9 December 2019 | 78 attendees

Professor Shergold presented a highly compelling and engaging address on how the rise in single-issue parties, identity politics, and declining confidence in governments and elected officials have led to turbulent times for public purpose work and the delivery of public services. He challenged public servants to re-think five fundamental areas of their roles to contribute better to the sustenance of trust in democracy.

Honouring Irene Longman, the first woman elected to the Queensland Parliament in 1929, this annual VIP event is complimentary to members of IPAA Queensland and invited guests.



Professor Peter Shergold AC, Chancellor, Western Sydney University, delivered the 2019 Oration – Democracy under threat: How public services can help maintain faith in democratic governance.

### CEO & **YOUNG PROFESSIONALS BREAKFAST**

20 February 2020 | 570 attendees | sponsored by QSuper and KPMG

The annual Chief Executives and Young Professionals Breakfast for 2020 was held at the iconic Brisbane City Hall. Professor Megan Davis, one of the chief architects of the Uluru Statement from the Heart, delivered a powerful, sobering and inspiring keynote address—It’s time. Keeping focused on reconciliation. Megan was later joined on stage by Dr Chris Sarra, Director-General, Department of Aboriginal and Torres Strait Islander Partnerships and Kerry O’Brien, esteemed independent journalist, for a frank and passionate panel discussion, facilitated by Lizzie Orley, radio journalist with 98.9 FM.

Young professionals and their chief executives from across local, state and federal governments, business and university sectors were challenged to consider the influence and impact they can make in their own communities and the role all peoples play in the path to reconciliation.



## IPAA **AWARDS**

Each year, IPAA National bestows the Award of Fellow to a select group of individuals across Australia who have made an outstanding contribution to the practice or study of public administration and to IPAA. Recipients of these awards are announced at the Annual IPAA National Conference.



In December at our annual Irene Longman Oration, then IPAA Queensland President Robert Setter and former IPAA National President Peter Shergold AC had the privilege of presenting the Award of National Fellow to the Queensland

recipient—James Purtill, Director-General, Department of Natural Resources, Mines and Energy.

James Purtill’s distinguished career in public service and public administration spans three decades across both the public and private sectors. A scientist by profession, he is a strong advocate of evidence-based approaches to public policy and for building the capability of technical experts to better translate their analysis and advice for more impactful results. James is a passionate champion for the public sector’s role in society and of IPAA’s role in advancing the professionalism and value of public purpose work.

## OUR **PARTNERS**

IPAA Queensland continues to grow a connected network of individuals and organisations engaged in public purpose work. The number and calibre of organisations interested in partnering with us is a testament to the value that IPAA Queensland brings. Formal partnerships are in place with professional services firms, universities and local government.

IPAA Queensland is pleased to acknowledge and thank:



Mutually beneficial partnerships are essential to a sustainable and impactful IPAA Queensland and will continue to be a priority.

## REGIONAL **ENGAGEMENT**

IPAA Queensland’s commitment to building a strong regional presence across the state to connect individuals and organisations who are engaged in public purpose work in ‘place’ continued in 2019–20.

Our IPAA Queensland Annual Forum 2019 was live-streamed from the Brisbane Convention and Exhibition Centre to approximately 150 attendees in four regional centres (Cairns, Townsville, Rockhampton and Toowoomba) with facilitators in each to provide attendees with an engaging experience. The program also featured two exciting initiatives from regional centres—the Toowoomba Housing Hub and Cairns Safer Streets. These demonstrated that public service can work differently and that services can be delivered differently for more impactful benefits for clients and communities.

The shift to virtual delivery also provided opportunities to connect with audiences outside South East Queensland. The delivery of two Stewards on the couch events attracted attendees from the regions with 23 per cent of attendees identifying their location as outside of Brisbane.

IPAA Queensland looks forward to continued engagement with regional leaders, universities and councils to better understand local issues, identify future event opportunities and delivery formats that will meet the needs of regional public purpose workers.

## OUR **GOVERNANCE**

IPAA Queensland has continued implementation of sound corporate and financial governance arrangements, enabling us to meet our reporting obligations under the *Associations Incorporation Act 1981 (Qld)* and in line with the Australian Accounting Standards.

Implementing our financial governance arrangements and meeting all reporting requirements continues to benefit from the generous support from BDO Brisbane—a leading accountancy and advisory firm with extensive experience in servicing not-for-profit organisations in Queensland. BDO Brisbane provides professional advice, guidance and assistance to IPAA Queensland all on a pro bono basis. We are grateful for their continuing substantial investment in IPAA Queensland.

## COMMUNICATIONS AND MARKETING

IPAA Queensland’s website, fortnightly eNewsletter IPAA Insights, and YouTube and social media channels continue to perform strongly supporting our three objectives— Build connections, Keep informed, Challenge your thinking. The website’s blog and What’s On pages feature a curated collection of thought leadership, sector interest and content pieces to keep our audience updated on the latest in best practice.

In addition to the almost 30 blog articles, our website and YouTube channel also feature a growing collection of video content curated from our events. During 2019–20, the number of webpage views was over 31,000 with almost 3500 views to the What’s On pages, while our YouTube channel achieved 4340 views and 452 watch hours.

IPAA Insights also continues to engage our audience. We issued 21 editions during 2019–20 with all achieving impressive open (51%) and click through (33%) rates, well above industry standards. Importantly, our website and IPAA Insights regularly feature relevant content from our partners and other organisations with whom we are building connections.

IPAA Queensland’s social media channels experienced solid organic growth during the year. With over 96,800 impressions, Twitter has almost 300 followers, a 32% increase. Followers on our LinkedIn channel increased by 51%, and are now over 500. We are pleased to see more and more of the public purpose community connecting with us on LinkedIn and Twitter and expect this progress to continue.

## IPAA QUEENSLAND YOUTUBE CHANNEL

The screenshot displays the IPAA Queensland YouTube channel page. At the top, the channel name 'IPAA Queensland' is shown with 23 subscribers and a red 'SUBSCRIBE' button. Navigation tabs include HOME, VIDEOS, PLAYLISTS, CHANNELS, DISCUSSION, and ABOUT. Below the navigation, there are 'Uploads' and 'PLAY ALL' options, along with a 'SORT BY' dropdown menu. The main content area features a grid of 12 video thumbnails, each with a title, duration, view count, and upload date. All videos are marked with a Creative Commons (CC) license.

Video Title	Duration	Views	Upload Date	License
What is the Uluru Statement from the Heart?	2:59	40 views	3 weeks ago	CC
In conversation with Thomas King	9:14	66 views	3 weeks ago	CC
Part 1: In conversation with Ben Schramm	4:11	14 views	3 weeks ago	CC
In conversation with Riley Miles, Cairns Safer Streets	10:23	10 views	3 weeks ago	CC
In conversation with Lisa Siganto	6:48	2 views	3 weeks ago	CC
In conversation with Martin Stewart-Weeks	5:29	2 views	3 weeks ago	CC
In conversation with Adam Fennessy	6:43	4 views	3 weeks ago	CC
In conversation with Rodney Watton - Toowoomba...	9:49	5 views	3 weeks ago	CC
In conversation with Michael Eales	7:01	25 views	3 weeks ago	CC
In conversation with Jo Sheppard	10:12	8 views	3 weeks ago	CC
In conversation with Robert Setter	4:58	1 view	3 weeks ago	CC
Part 2: In conversation with Ben Schramm	3:34	8 views	3 weeks ago	CC

## FINANCIAL STATEMENTS

### Financial report

#### Balance sheet

<b>Assets</b>	<b>1,734,826</b>
Current assets	88,905
Non-current assets	1,645,921
<b>Liabilities</b>	<b>166,630</b>
Current liabilities	110,327
Non-current liabilities	56,303
<b>Equity</b>	<b>74,393</b>
Paid-in capital	72,921
Retained earnings	1,472

#### Equity statement

<b>Current year</b>	
Comprehensive income	
Issue of share capital	
Dividends	
<b>Previous year</b>	
Comprehensive income	
Issue of share capital	
Dividends	

#### Income statement

<b>Revenues</b>	<b>12,978,516</b>
Net sales	12,873,892
Investment	104,624
<b>Expenses</b>	<b>6,372,535</b>
Research and Development	1,385,395
Operating expenses	4,439,118
Marketing	548,022
<b>Net income</b>	<b>6,505,981</b>

#### Cash flow statement

Operating activities	1,000,000
Investing activities	(500,000)
Financing activities	(200,000)
Net change in cash	300,000

**Institute of Public Administration Australia (IPAA) Queensland  
Financial Statements  
For the year ended 30 June 2020**

**INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA QUEENSLAND**  
**ABN 74 210 810 471**

**For the year ended 30 June 2020**

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**INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA QUEENSLAND  
ABN 74 210 810 471**

**Management Committees' Report**

**For the year ended 30 June 2020**

Your committee members present the financial report of the Institute of Public Administration Australia (IPAA) Queensland for the year ended 30 June 2020.

**Management Committee members**

The following persons were committee members of IPAA throughout the period:

Position	Committee member	Period
President	Robert Setter	1 July 2019 to 31 December 2019
	Ian Stewart	1 January 2020 to 30 June 2020
Secretary	James Purtill	1 July 2019 to 30 June 2020
Treasurer	Neil Scales	1 July 2019 to 30 June 2020
Member	Anne Tiernan	1 July 2019 to 30 June 2020
Member	Rachel Hunter	1 July 2019 to 30 June 2020
Member	Chris Sarra	1 July 2019 to 30 June 2020
Member	Greg Hallam	1 July 2019 to 30 June 2020
Member	Michelle Lees	1 July 2019 to 31 May 2020
Member	Mark Le Dieu	1 June 2020 to 30 June 2020

**Principal Activities**

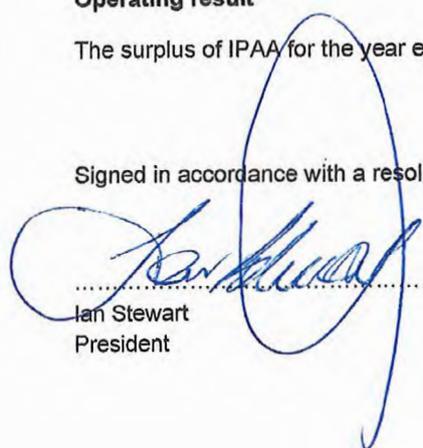
IPAA is a professional association for public servants across Queensland and anyone interested or engaged in public purpose work. IPAA's mission is to promote and enhance the professionalism, capability and integrity of public administration and pride in public service.

This is achieved through a strategic program of events, thought leadership forums and curated digital content that enable members to build their connections, challenge their thinking and stay informed about topics and issues relevant to public purpose.

**Operating result**

The surplus of IPAA for the year ended 30 June 2020 amounted to \$4,124.

Signed in accordance with a resolution of the members of the Management Committee:



.....  
Ian Stewart  
President



.....  
Neil Scales  
Treasurer

**INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA QUEENSLAND**  
**ABN 74 210 810 471**

**Statement of Profit or Loss and Other Comprehensive Income**

**For the year ended 30 June 2020**

	<b>2020</b>	<b>2019</b>
	<b>\$</b>	<b>\$</b>
<b>Income</b>		
Event sales	78,791	29,497
Membership fees	321,398	292,026
Sponsorships	27,500	-
<b>Total income</b>	<b>427,689</b>	<b>321,523</b>
<b>Expenses</b>		
Accounting and Audit Fees	3,331	-
Advertising and marketing	2,366	3,088
Audio visual	41,398	4,957
Bank fees	1,524	479
Catering	52,918	7,879
Membership expenses	1,816	-
Office supplies	64	157
Partner investment	1,000	-
Program development	54,409	10,957
Travel expenses	1,282	-
Venue hire	3,996	152
Wages and salaries	245,455	-
Web hosting and licensing fees	12,488	3,035
Other expenses	1,518	332
<b>Total expenses</b>	<b>423,565</b>	<b>31,036</b>
<b>Profit for the period</b>	<b>4,124</b>	<b>290,487</b>
<b>Total comprehensive profit for the period</b>	<b>4,124</b>	<b>290,487</b>

*The above statement of profit or loss and other comprehensive income should be read in conjunction with the accompanying notes.*

**INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA QUEENSLAND**  
**ABN 74 210 810 471**

**Statement of Financial Position**

**For the year ended 30 June 2020**

	Notes	2020 \$	2019 \$
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	2	801,485	356,676
Trade and other receivables	3	5,681	-
Prepayments		9,384	33,399
<b>Total Assets</b>		<b>816,550</b>	<b>390,075</b>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade and other payables	4	270,084	6,667
Other current liabilities	5	251,855	92,921
<b>Total Liabilities</b>		<b>521,939</b>	<b>99,588</b>
<b>Net Assets</b>		<b>294,611</b>	<b>290,487</b>
<b>EQUITY</b>			
Accumulated surplus		294,611	290,487
<b>Total Equity</b>		<b>294,611</b>	<b>290,487</b>

*The above statement of financial position should be read in conjunction with the accompanying notes.*

**INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA QUEENSLAND**  
**ABN 74 210 810 471**

**Statement of Changes in Equity**

**For the year ended 30 June 2020**

	<b>Accumulated surplus \$</b>	<b>Total equity \$</b>
<b>Balance at 1 July 2018</b>	-	-
Profit for the period	290,487	290,487
<b>Total comprehensive income for the period</b>	<b>290,487</b>	<b>290,487</b>
<b>Balance at 30 June 2019</b>	<b>290,487</b>	<b>290,487</b>
Profit for the year	4,124	4,124
<b>Total comprehensive income for the year</b>	<b>4,124</b>	<b>4,124</b>
<b>Balance at 30 June 2020</b>	<b>294,611</b>	<b>294,611</b>

*The above statement of changes in equity should be read in conjunction with the accompanying notes.*

**INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA QUEENSLAND**  
**ABN 74 210 810 471**

**Statement of Cash Flows**

**For the year ended 30 June 2020**

	Notes	2020 \$	2019 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<i>Inflows:</i>			
Receipts from customers		78,791	39,918
Receipts from members		457,832	374,526
Receipts from sponsorships		50,000	-
GST collected from customers		43,887	41,045
<i>Outflows:</i>			
Payments to suppliers		(141,814)	(61,435)
GST paid to suppliers		(38,914)	(6,144)
GST remitted to ATO		(4,973)	(31,234)
<b>Net cash inflow from operating activities</b>	<b>7</b>	<b>444,809</b>	<b>356,676</b>
<b>Net increase in cash and cash equivalents held</b>		<b>444,809</b>	<b>356,676</b>
Cash and cash equivalents at beginning of the financial year		356,676	-
<b>CASH AND CASH EQUIVALENTS END OF YEAR</b>		<b>801,485</b>	<b>356,676</b>

*The above statement of cash flows should be read in conjunction with the accompanying notes.*

**INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA QUEENSLAND**  
**ABN 74 210 810 471**

**Notes to the Financial Statements**

**For the year ended 30 June 2020**

**Note 1: Summary of Significant Accounting Policies**

The financial statements cover IPAA Queensland as an individual entity. The Institute of Public Administration Australia Queensland Incorporated is a not-for-profit (NFP) association incorporated on the 5<sup>th</sup> November 2018 under *the Associations Incorporation Act 1981* (QLD).

IPAA's registered office and principal place of business is:

Level 27, 1 William St  
 Brisbane, QLD 4000

The financial report was authorised for issue by the Management Committee on 10<sup>th</sup> September 2020.

The functional and presentation currency of IPAA Queensland is Australian dollars.

**(a) Basis of preparation**

In the opinion of the Management Committee, IPAA is not a reporting entity, because there are no users dependent on general purpose financial statements. These special purpose financial statements have been prepared to meet the reporting requirements of the *Associations Incorporation Act 1981* (QLD).

These special purpose financial statements have been prepared in accordance with the requirements of the *Associations Incorporation Act 1981* (QLD) and the recognition and measurement aspects of all applicable Australian Accounting Standards ("AASBs") adopted by the Australian Accounting Standards Board ("AASB") and other authoritative pronouncements of the AASB that have a material effect.

The financial statements have been prepared on an accrual basis and are based on historical costs. They do not take into account changing money values or, except where stated specifically, current valuations of non-current assets.

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources.

Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

**(b) Revenue recognition**

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to IPAA and specific performance obligations relating to the types of revenue as noted below have been satisfied.

IPAA derives its revenues through its Membership fees and Events sales. Revenues collected are used to re-invest in services to benefit members and meet the strategic objectives of IPAA.

Membership fees are payable annually in advance. Only those membership fee receipts that are attributable to the current financial year are recognised as revenue.

Ticket sales for Events are refundable in the case the Event does not go ahead. Ticket sales will be recognised as revenue once the Event has been held.

**INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA QUEENSLAND**  
**ABN 74 210 810 471**

**Notes to the Financial Statements**

**For the year ended 30 June 2020**

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**Note 1: Summary of Significant Accounting Policies (continued)**

**(c) Income tax**

IPAA is a registered NFP organisation and is exempt from income tax.

**(d) Cash and cash equivalents**

Cash and cash equivalents comprise cash at bank.

**(e) Trade receivables**

Trade receivables are stated at their amortised cost less impairment losses.

**(f) Trade and other payables**

These amounts represent liabilities for goods and services provided to IPAA prior to the end of the financial year, which are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition. Trade and other payables are presented as current liabilities unless payment is not due within 12 months from the reporting date. They are recognised initially at their fair value and subsequently measured at amortised costs.

**(g) Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the taxation authority.

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 taxation authority 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 taxation authority, are presented as operating cash flows.

**(h) Rounding of amounts**

Amounts in the financial statements have been rounded off to the nearest dollar.

**(i) Adoption of new accounting standards**

The Association has adopted all standards which became effective for the first time at 30 June 2020, the adoption of these standards has not caused any material adjustments to the reported financial position, performance or cash flow of the Association.

**(j) New accounting standards for application in future periods**

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods. The committee has decided against early adoption of these Standards, but does not expect the adoption of these standards to have any impact on the reported position or performance of the Association.

**INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA QUEENSLAND**  
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**Notes to the Financial Statements**

**For the year ended 30 June 2020**

	<b>2020</b>	<b>2019</b>
	<b>\$</b>	<b>\$</b>
<b>2 Cash and Cash Equivalents</b>		
<b>Current assets</b>		
Cash at bank	801,485	356,676
	<b>801,485</b>	<b>356,676</b>
<b>3 Trade and other receivables</b>		
GST receivable from the ATO	5,681	-
	<b>5,681</b>	<b>-</b>
<b>4 Trade and other payables</b>		
<b>Current liabilities</b>		
Trade payables	270,084	3,300
GST payable to the ATO	-	3,367
	<b>270,084</b>	<b>6,667</b>
<b>5 Other current liabilities</b>		
<b>Current liabilities</b>		
Deferred revenue	251,855	92,921
	<b>251,855</b>	<b>92,921</b>
<p>Deferred revenue primarily relates to 2020/21 membership and sponsorship fees paid to IPAA prior to the commencement of the financial year.</p>		
<b>6 Contingent liabilities</b>		
<p>IPAA had no contingent liabilities at 30 June 2020. (30 June 2019: None)</p>		
<b>7 Auditors' remuneration</b>		
Auditing the financial statements	2,800	2,650
	<b>2,800</b>	<b>2,650</b>
<b>8 Cash flow reconciliation</b>		
Surplus for the year	4,124	290,487
Adjustment for:		
Movement in prepayments	24,015	(33,399)
Movement in trade and other payables	257,736	6,667
Movement in other current liabilities	158,934	92,921
<b>Net cash provided by operating activities</b>	<b>444,809</b>	<b>356,676</b>

**INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA QUEENSLAND**  
**ABN 74 210 810 471**

**Notes to the Financial Statements**

**For the year ended 30 June 2020**

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**9 Related Party Transactions**

IPAA's related parties include the key management personnel, members of the Management Committee (refer to Management Committee's report) and each of the State Divisions of the Institute of Public Administration Australia, which include:

- Institute of Public Administration Australia Inc. (National)
- Institute of Public Administration Australia NSW Division Inc.
- Institute of Public Administration Australia ACT Division Inc.
- Institute of Public Administration Australia VIC Division Inc.
- Institute of Public Administration Australia TAS Division Inc.
- Institute of Public Administration Australia SA Division Inc.
- Institute of Public Administration Australia WA Division Inc.
- Institute of Public Administration Australia NT Division Inc.

IPAA had no related party transactions for the period ending 30 June 2020.

**10 Events Occurring after the Reporting Date**

No other matters or circumstances have occurred subsequent to year-end that has significantly affected, or may significantly affect, the operations of IPAA, the results of those operations or the state of affairs of IPAA in subsequent financial years.

**11 Impact of COVID-19 on Financial Statement for 2019-20**

Regarding the impact on the Annual Report for the year ended 30 June 2020, there is not expected to be any adjustments as a result of COVID-19.

The rapid development and fluidity of the COVID-19 virus makes it difficult to predict the ultimate impact at this stage. However, the Committee does not underestimate the seriousness of the issues and the inevitable effect it will have on the global economy and many businesses across the world.

**INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA QUEENSLAND  
ABN 74 210 810 471**

**Management Committees' Declaration**

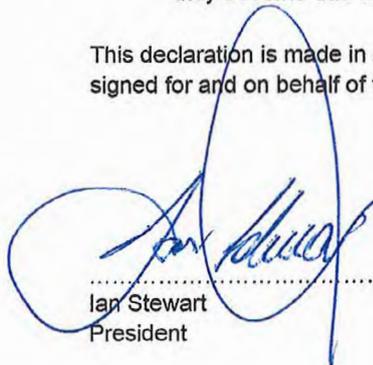
**For the year ended 30 June 2020**

The committee has determined that IPAA 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 management committees' opinion these financial statements:

- (a) Presents fairly the financial position of Institute of Public Administration Australia Queensland as at 30 June 2020 and its performance for the period ended on that date.
- (b) There are reasonable grounds to believe that IPAA will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Management Committee and is signed for and on behalf of the Management Committee by:



.....  
Ian Stewart  
President



.....  
Neil Scales  
Treasurer

Brisbane  
Dated: 9 Sept 2020

10<sup>th</sup> September '20

## INDEPENDENT **AUDITOR'S REPORT**



**INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA QUEENSLAND  
ABN 74 210 810 471**

**Independent auditor's report to the members**

**For the year ended 30 June 2020**

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**Report on the Audit of the Financial Report**

**Opinion**

We have audited the accompanying financial report, being a special purpose financial report of Institute of Public Administration Australia (IPAA) Queensland (the Association), which comprises the statement of financial position as at 30 June 2020, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the management committees declaration.

In our opinion, the accompanying financial report of the Association for the year ended 30 June 2020 presents fairly, in all material respects, the financial position of the Association as at 30 June 2020, and of its financial performance and cashflows for the year then ended in accordance with the financial reporting requirements of the *Associations Incorporation Act (QLD) 1981* (as amended by the *Associations Incorporation and Other Legislation Amendment Act (QLD) 2007*).

**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 auditor independence requirements of 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 - Basis of Accounting**

We draw attention to Note 1 of the financial report, which describes the basis of accounting. The financial report is prepared to assist the Association in complying with the reporting requirements of the *Associations Incorporation Act (QLD) 1981* (as amended by the *Associations Incorporation and Other Legislation Amendment Act (QLD) 2007*). As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

**Other Information**

Those charged with Governance are responsible for the other information. The other information obtained at the date of this auditor's report is information included in the Management Committees' Report, (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 on the other information obtained prior to the date of this auditor's report, 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.

**INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA QUEENSLAND  
ABN 74 210 810 471**

**Independent auditor's report to the members**

**For the year ended 30 June 2020**

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**Responsibilities of Management and Those Charged with Governance**

Management is responsible for the preparation and fair presentation of the financial report in accordance with the *Associations Incorporation Act (QLD) 1981* (as amended by the *Associations Incorporation and Other Legislation Amendment Act (QLD) 2007*), and for such internal control as management determines is necessary to enable the preparation of the financial report is free from material misstatement, whether due to fraud or error.

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

Those charged with governance are responsible for overseeing the Association's financial reporting process.

**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.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at: [http://www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](http://www.auasb.gov.au/auditors_responsibilities/ar4.pdf). This description forms part of our auditor's report.

**SAAS Audit Pty Ltd (Authorised Audit Company 458246)**



James Kenward  
Director

138 Juliette Street  
Greenslopes QLD 4120

Dated: 11 September 2020

# IT'S YOUR IPAA

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## CONTACT US

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