

2020/2021 **ANNUAL REPORT**



INSTITUTE OF
PUBLIC ADMINISTRATION
AUSTRALIA

IPAA
SOUTH AUSTRALIA





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Reporting Period

The 2020/2021 Annual Report has been produced to provide members with an outline of our performance and activities during this period. This report covers the period 1 July 2020 - 30 June 2021.



About Us

WHO IS IPAA SA?

Established in 1927, the Institute of Public Administration Australia (IPAA SA) is the professional association for public sector employees and is active across Federal, State and Local Government in South Australia. IPAA SA is both a non-political and non-for-profit incorporated association which allows us to serve as a source of intellectual capital information and opinion, on issues of government policy, innovation, reform and networking.

Our core mission is to enhance the reputation, integrity and capacity of the public sector, as well as to provide leadership in the development of high quality professional public service in South Australia. The public sector plays an essential role in the daily lives of all Australians and as part of our mission we constantly seek to provide a range of far-reaching and innovative programs to enhance the capabilities and efficacy of those working within the public sector.

With our long-standing history we have gained the support of many long-term members and contributors, providing us the independence to deliver unbiased information and knowledge from across the jurisdictions.

OUR VALUES



Leading Together

We lead by example, helping to shape the public sector we need.



Looking Forward

We provide new ideas and positive perspectives.



Legacy of Distinction

We are building on a tradition of rigour and reliability



Big Picture Thinking

We have a strategic approach across systems and networks.



Positive Relationships

Respect and generosity are at the heart of everything we do.



Exceptional Contributors

We are a principal community of effective and passionate people.

PRESIDENT'S REVIEW

FOR 2020/2021



It was a successful year for IPAA SA, despite the ongoing impact of COVID-19.

Like it has done since 1927, IPAA SA continued to support our members and the broader public sector, connecting members through digital and face to face channels and promoting excellence in the public service.

COVID-19 forced us to pivot quickly to develop new ways to support the public sector, and IPAA SA has continued to build on how we deliver value to the sector. This year saw us deliver 35% of our Professional Development courses online. In total, we delivered 165 courses to 1,953 delegates and given the disruption and uncertainty of the year, that is a great result.

This year saw us deliver six events face-to-face and incorporate a new hybrid model to continue to service our regional members. With our new online event formats, our reach has extended far more than it ever has. We had over 5,800 views of the 14 digital events delivered this year and over 9,000 views of our 150+ library of our online videos.

The 'Virtual on the Couch Series' continued to be a standout success. Offered in collaboration with the South Australian Leadership Academy (Office of the Commissioner for Public Sector Employment) and PwC, the series allowed members to submit questions to leaders at the forefront of decision making during the pandemic. Leaders who generously shared their insights included Professor Nicola Spurrier, Chief Public Health

Officer, SA Health, Michelle Edge, Chief Executive, PIRSA and Rodney Harrex, Chief Executive, South Australian Tourism Commission.

A particular highlight of the year was the Premier's Address and Excellence Awards in conjunction with my office, the Office of the Commissioner for Public Sector Employment. The awards highlighted the individuals and teams who exemplify the public sector's values and have delivered exceptional services to the South Australian community.

There is likely to be continued uncertainty in the year ahead. We will continue to adapt and respond to the evolving situation to deliver a high-calibre events program that supports excellence in public administration. Thank you to our members for your ongoing support and the many who have devoted time to contributing to IPAA SA. I would also like to thank my IPAA SA Divisional Council colleagues for their support over the last year and IPAA SA team for their dedication in supporting the sector.

ERMA RANIERI PSM FIPAA
IPAA SA PRESIDENT

EXECUTIVE DIRECTOR'S REPORT

FOR 2020/2021

This report provides a snapshot of the work of IPAA SA over the 2020-21 financial year. This year has been tremendously successful despite the challenges of COVID-19. IPAA SA maintains high levels of engagement across the sector. Our professional development program attracts strong support, our events are well attended and our digital reach is continuously growing.

The uncertain nature of the 2020-2021 period has allowed us to continue exploring alternative ways of delivering, including hybrid and fully-digital delivery. While this style of delivery cannot replace building connections through face-to-face events, it has become a vital part of IPAA's program.

While the COVID-19 pandemic caused the cancellation of many of our face-to-face activities, including events and professional development, over the last 12 months, a total of 20 events and 165 training programs have been delivered. This is a tremendous achievement under the circumstances.

A particular highlight for the year was our work on the Personal Membership strategy that was developed to add value to our members. This year saw a 40% increase in personal membership. One of the key achievements of the strategy was launching a new Personal Member Mentoring program over the year and the program was praised by both mentees and mentors.

I'd like to express my thanks to the IPAA SA President, Erma Ranieri. Her support for me, the team and the Institute over the last 12 months has been invaluable. I would also like to thank the entire Council for their ongoing commitment, dedication and support over the past year. It is a joy to work with the Council as they provide such valuable guidance and assistance to the Institute.

I take this opportunity to acknowledge the hard-working and dedicated team we have at IPAA SA. During an extremely busy, hectic and very stressful period, the IPAA SA team have done an exceptional job. They are passionate about the goals of the Institute and the contributions we strive to deliver for the sector, who in turn provide better outcomes for the community. I thank everyone for their determination and willingness to pitch in and get things done.

The Institute plays an essential role in developing the sector and celebrating its successes. I am very proud to be a part of such a valuable organisation to the community of South Australia.

RENAE HAESE
IPAA SA EXECUTIVE DIRECTOR



GOVERNANCE

AS AT 30 JUNE 2021

EXECUTIVE COMMITTEE



ERMA RANIERI PSM FIPAA
PRESIDENT

Commissioner for Public Sector
Employment

Office of the Commissioner for Public
Sector Employment



DAVID REYNOLDS FIPAA
VICE PRESIDENT

Chief Executive

Department of Treasury and Finance



MARK THOMSON
TREASURER

Partner

PwC



CAROLINE MEALOR
COMPANY SECRETARY

Chief Executive

Attorney-General's Department



DIVISIONAL COUNCIL

AS AT 30 JUNE 2021



ERMA RANIERI PSM FIPAA
PRESIDENT

Commissioner for Public Sector Employment

Office of the Commissioner for Public Sector Employment



DAVID REYNOLDS FIPAA
VICE PRESIDENT

Chief Executive

Department of Treasury and Finance



MARK THOMSON
TREASURER

Partner

PwC



CAROLINE MEALOR
COMPANY SECRETARY

Chief Executive

Attorney-General's Department



BRENTON CAFFIN
COUNCIL MEMBER

Executive Director

Department of Premier and Cabinet



CATHY TAYLOR FIPAA
COUNCIL MEMBER

Chief Executive

Department for Child Protection



CHARLES MOORE
COUNCIL MEMBER

Consultant

C Moore Solutions



RICK PERSSE FIPAA
COUNCIL MEMBER

Chief Executive

Department for Education



RENAE HAESE
EX-OFFICIO COUNCIL MEMBER

Executive Director

IPAA SA

IPAA SA STAFF

AS AT 30 JUNE 2021



RENAE HAESE

Executive Director





**CHANTELLE
BOURLIOUFAS**

Executive Officer



**EUFEMIA
ALVARO**

Finance
Manager



**ATHENA
WALLBANK**

Event Manager



**KATHRYN
OOSTHUIZEN**

Membership
& Marketing
Coordinator



**NICKY
TRAN**

Professional
Development
Coordinator



**LAYLA
ROHRLACH**

Team Support
Officer

YEAR AT A GLANCE

KEY STATISTICS 2020/2021

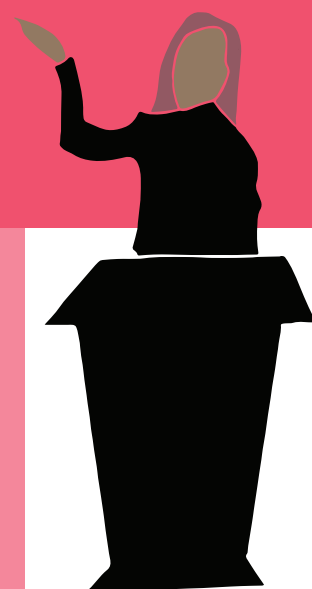
129,519
WEBPAGE VIEWS

150+
ONLINE VIDEOS
9,200 video views
and **1,494** hours
watched

1,082
ATTENDEES
@ 6 IN-PERSON
EVENTS
from **117**
Organisations

5,846
views of **14** Live
streamed or
digital events

33+
SPEAKERS



34



CORPORATE AND STATE
GOVERNMENT MEMBERS

Representing over

87,000+

public administration professionals

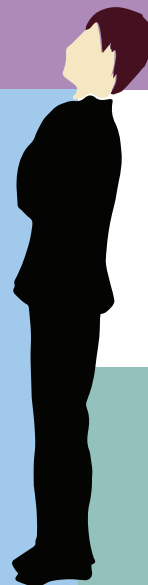
1,953

DELEGATES attended

53 PD

 courses

delivered on **165**
occassions



128

PERSONAL
MEMBERS

445

delegates
@ **37** In-Agency
training sessions

MEMBERSHIP

STATE GOVERNMENT MEMBERSHIP

As at June 30 2021

Over 87,000 State Government Employees in SA benefit from the partnership arrangement that IPAA SA has with the State Government's Chief Executive Council (CEC). This is known as our State Government Membership which entitles free entry to most of IPAA SA's exclusive public sector events and forums, plus preferential rates on all courses within our Professional Development Program. IPAA SA acknowledges and thanks the support of its State Government Members from the following departments under the CEC Agreement:

- Attorney-General's Department
- Auditor-General's Department
- Courts Administration Authority
- Defence SA
- Department for Child Protection
- Department for Correctional Services
- Department for Education
- Department for Energy and Mining
- Department for Environment and Water
- Department for Health and Wellbeing
- Department for Innovation and Skills
- Department for Trade and Investment
- Department of Human Services
- Department for Transport and Infrastructure
- Department of Primary Industries and Regions
- Department of the Premier and Cabinet
- Department of Treasury and Finance
- Education Standards Board
- Environment Protection Authority
- South Australia Police
- South Australian Fire and Emergency Services Commission
- South Australian Country Fire Service

CORPORATE MEMBERSHIP

As at 30 June 2021

Our Corporate Members demonstrate their commitment to IPAA SA by supporting the services we provide. We offer our Corporate Members unique opportunities to access key people within the public sector through our events and forums, networking functions and the Professional Development Program, all specifically aligned to the public sector.

IPAA SA acknowledges and thanks the support of its Corporate Members from the following organisations:

- BDO
- City of Charles Sturt
- Department of Social Services
- Department of Education, Skills and Employment
- KPMG
- Renewal SA
- ReturnToWorkSA
- Pacific People Solutions
- SA Water
- State Superannuation Office (Super SA)
- TAFE SA
- Teachers Registration Board

PERSONAL MEMBERSHIP

Personal Membership with IPAA SA demonstrates a commitment to the public sector and the best practice of public administration. Our members are proud, dedicated, passionate public servants striving to perform at their peak at every stage of their careers.

There was a total of 128 Personal Members as of 30 June 2021, compared to 91 the previous year (a 40.6% increase in members). As of this time, most members have also been through at least one renewal process and have nominated a Membership category to take advantage of the new membership structure. Of the seven categories of Membership available, Manager / Next-Exec Membership was the most

populated category and Affiliate membership being the least.

Membership in 2020/21 saw a refinement of the IPAA SA Personal Membership Strategy as its goals were further incorporated into IPAA SA's procedures, culture, value proposition and outputs. One of the key achievements of membership activity in 2020/21 was introducing the Personal Member Mentoring Program - a mentorship program exclusive to Personal Members as mentees and welcoming to all public sector professionals to participate in as mentors. In its first intake, this program attracted ten mentees, and ten mentors, with 81% of participants agreeing that mentorship had increased the value of their Personal Membership. In 2020/21, IPAA SA conducted two intakes of the mentorship program, with the second intake currently underway. The second intake had attracted fourteen mentees and fourteen mentors.

IPAA SA offers seven levels of Membership:

- Graduate and Student – Membership for those who want the best possible start to their career
- Young IPAA (YIPAA) – Membership for under 35's looking to build their career and network
- Emerging Leader – Membership for those ready to take the leap into leadership
- Manager/Next-Exec – Membership for those at a management level and those aspiring to executive level
- Executive – Membership for executives looking to connect and spread ideas while supporting their association
- Professional – Membership for public sector professionals wanting to build skills and champion the sector
- Affiliate – Membership for those who are no longer working in the sector but still want to keep in touch.



PROFESSIONAL DEVELOPMENT PROGRAM





PROFESSIONAL DEVELOPMENT REPORT

During the July – December 2020 period, more than 200 IPAA SA training delegates were disrupted by COVID-19 Restrictions with the postponement of 24 training courses.

During the past financial year, IPAA SA has continued to learn and grow from the disruption of the pandemic and has continued to improve on the training program to develop reliable communication tools, sound processes and upskilling the team to use videoconferencing software. Over the financial year, 35% (57 courses) of the Professional Development program was delivered online, while 65% (108) was delivered face-to-face.

The Professional Development Program continues to deliver relevant, skills-based training for the public sector. A total of 165 professional development courses were delivered to 1,953 delegates. Incredibly, a total of 93 training programs were delivered to 1,275 delegates in the February to June 2021 period. This equates to 4.7 courses per week over that 5-month period. This compares to 1,561 delegates at 123 courses in the entire 2019/20 financial year.

During the financial year, 98% of delegates were from State Government agencies and departments, 1% were from Federal government departments, and a final 1% was from local governments and the non-for-profit sector.

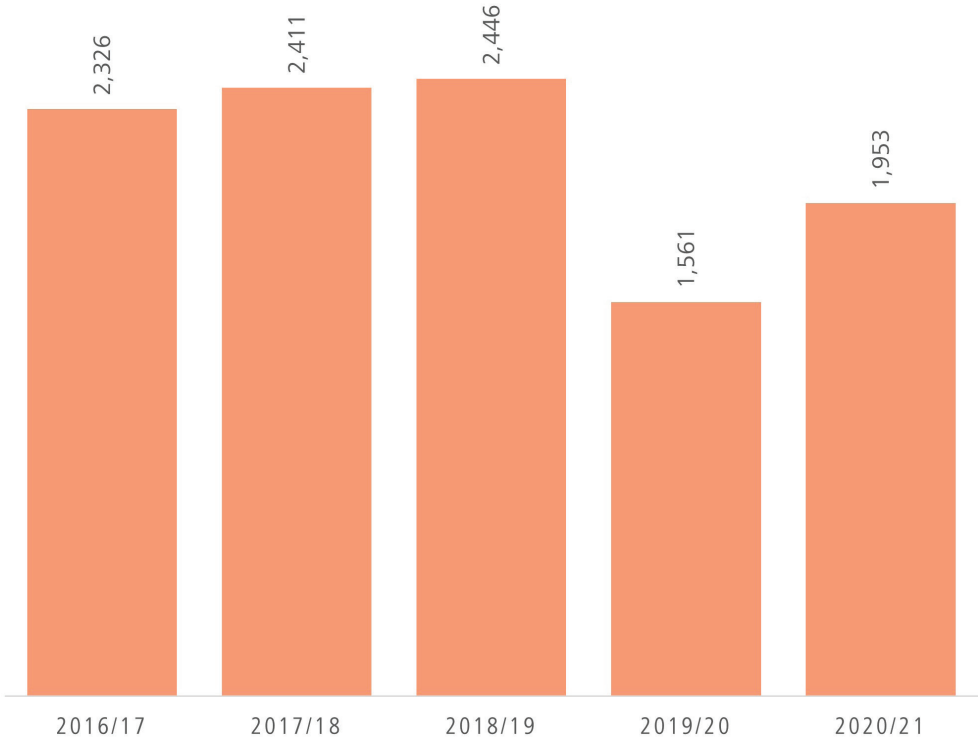
New Courses for 2020/21

- Communication Masterclass in Government Extended Series
- Effective Communication Strategy for Government
- Effective Writing for Government
- Effective Online Communication for Government
- How to Write a Great Briefing

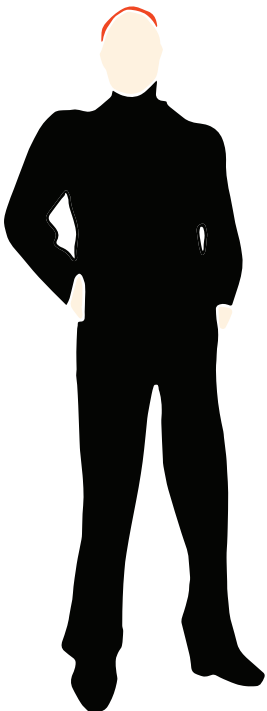
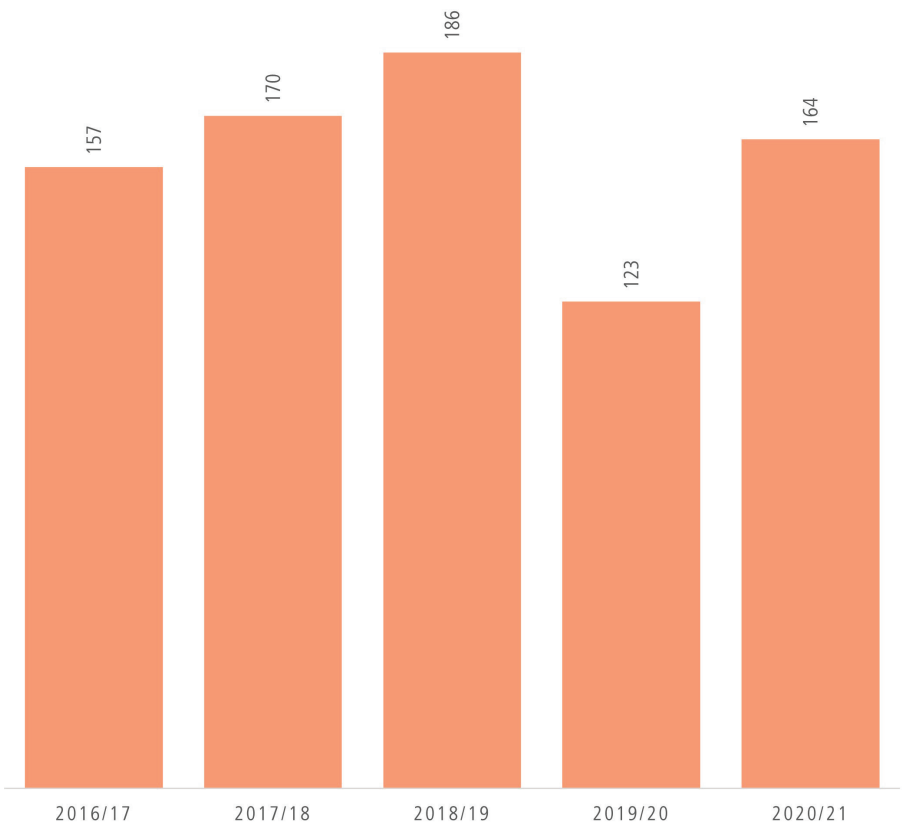
TOP 6 MOST ATTENDED COURSES FOR 2020/21

Managing Your Project: Introduction to Project Management	185
How to Write Effective Meeting Minutes	100
Intro to Supervision / Management	66
Leading and Managing Change	59
Managing Workloads	59
Managing Different Personalities	57

NUMBER OF DELEGATES AT PROFESSIONAL DEVELOPMENT COURSES



NUMBER OF PROFESSIONAL DEVELOPMENT COURSES DELIVERED

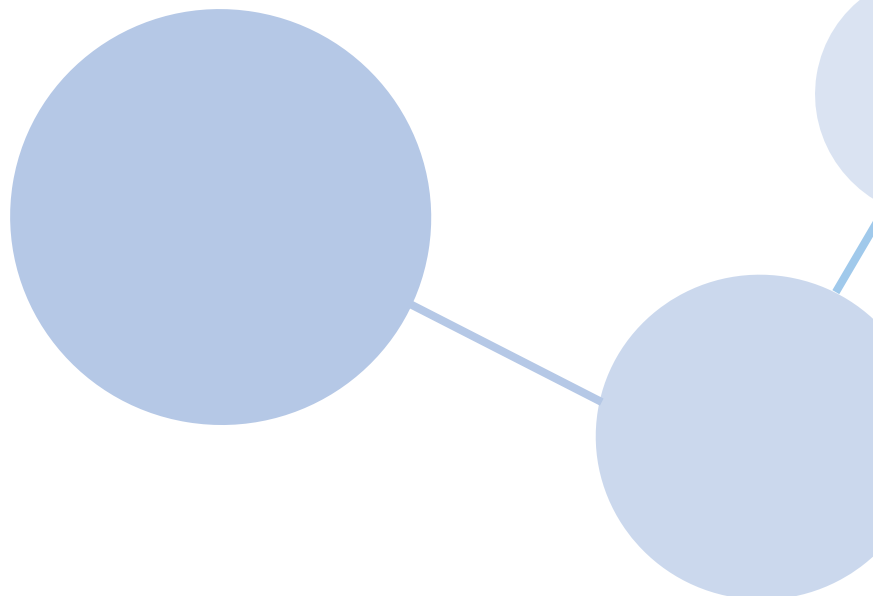
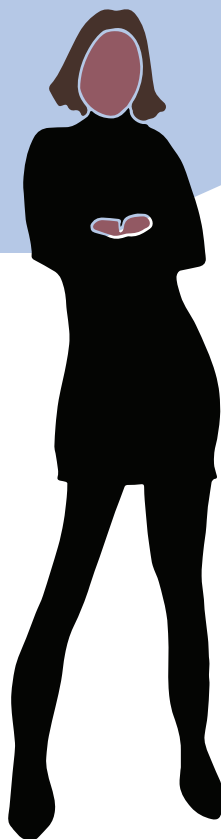


THANK YOU TO OUR FACILITATORS

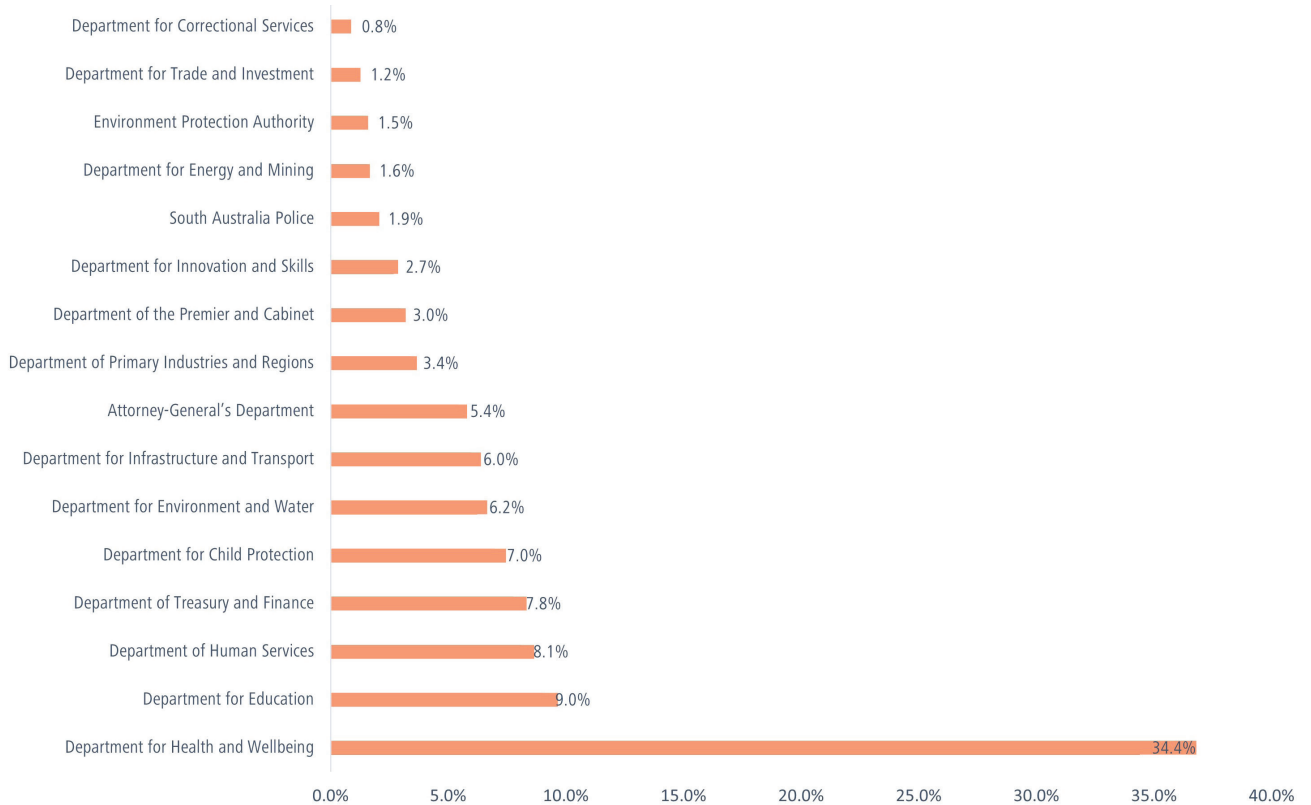
Who have continued to support the Professional Development Program;

- Australian Institute of Company Directors
- Carolyn Vigar
- Cheryl Hill
- David Campbell
- David Griggs
- David Rawlings
- Dr Cassandra Star
- Dr Nigel Starck
- Dr Rob Manwaring
- Heather Walker
- Jacky Dakin
- Maree Upton
- Mark Priadko
- Rob Hall
- Sam Young
- Scott Way
- Sharon Ferrier
- Sue Averay
- Thilan Legierse

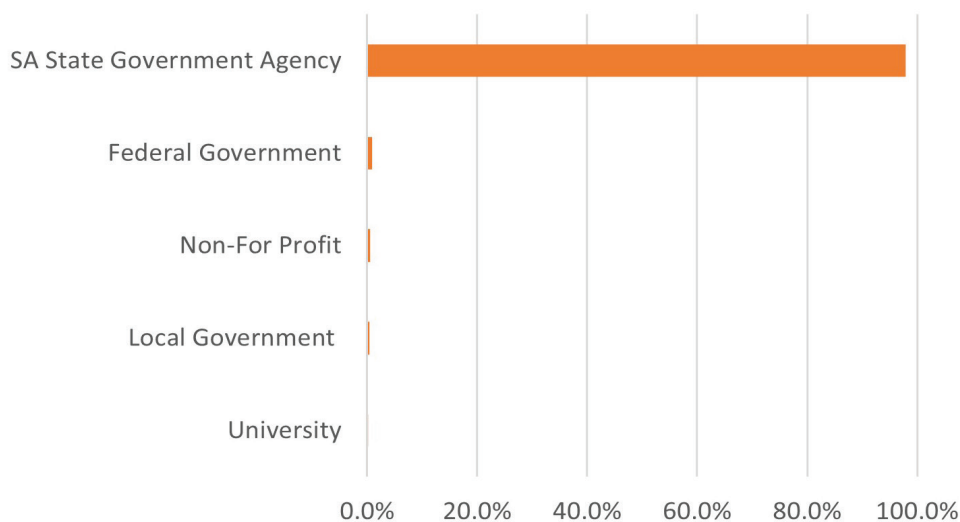
1,953 delegates
from **84** organisations
attended **53**
Professional Development
courses delivered
on **165**
occasions



PROFESSIONAL DEVELOPMENT ATTENDANCE BY CHIEF EXECUTIVE COUNCIL STATE GOVERNMENT AGENCY



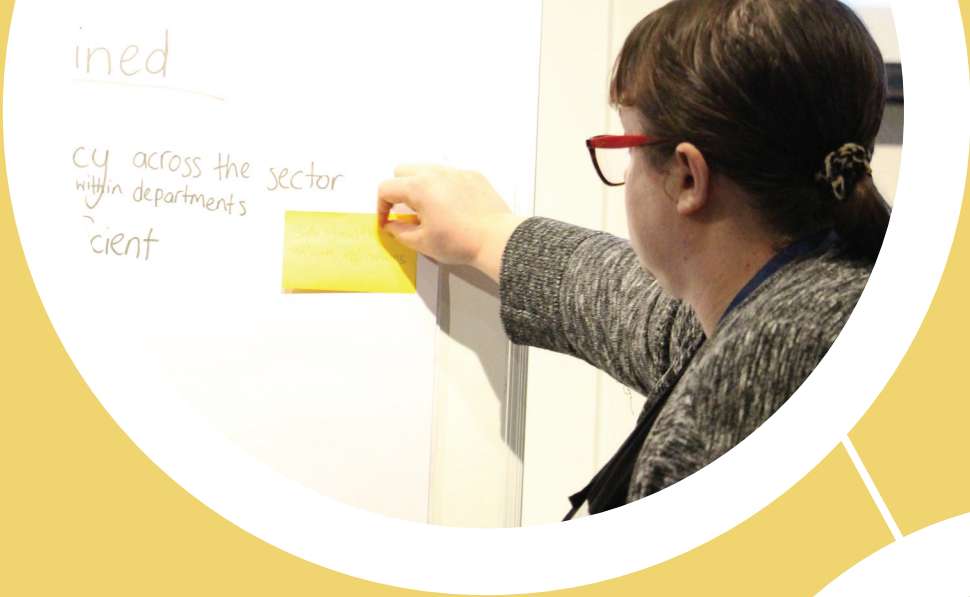
NUMBER OF PROFESSIONAL DEVELOPMENT COURSES DELIVERED



SECTOR	NUMBER	%
SA State Government Agency	1,862	97.9%
Federal Government	18	0.9%
Non-For-Profit	10	0.5%
Local Government	8	0.4%
University	3	0.2%



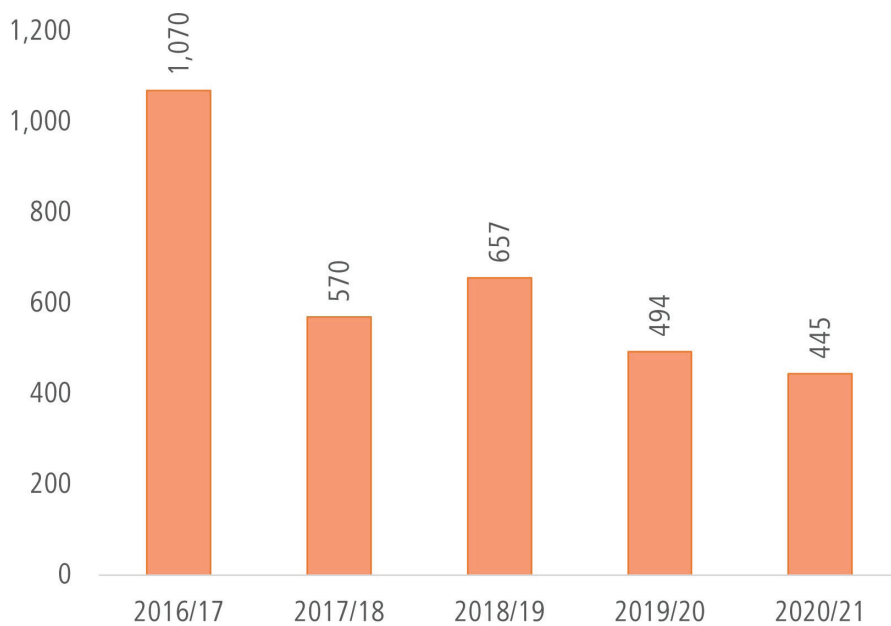
IN-AGENCY WORKSHOP PROGRAM



IN-AGENCY WORKSHOP PROGRAM

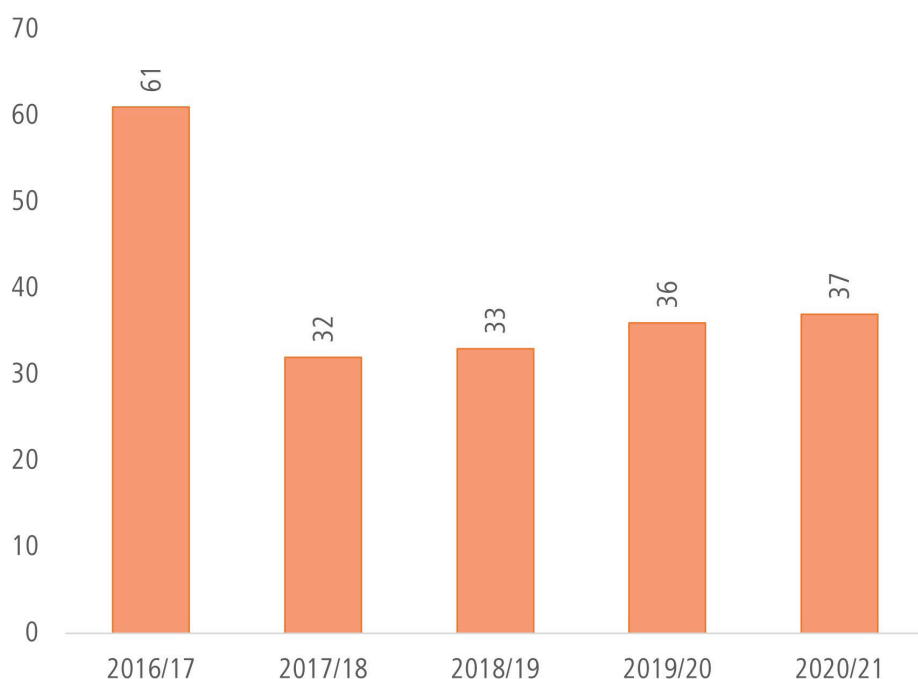
IPAA SA's In-Agency training is a successful part of the Professional Development Program. In total 37 In-Agency workshops were delivered to 445 participants during the financial period.

NUMBER OF DELEGATES ATTENDING IN-AGENCY TRAINING COURSES



22
IN-AGENCY
COURSES
DESIGNED

NUMBER OF IN-AGENCY WORKSHOPS



Some of the programs delivered in-agency include:

- Analysing and Presenting Data
- Authentic Leadership Skills
- Executive Coaching Program
- How to Write Effective Meeting Minutes
- In Brief: Writing Ministerials
- Introduction to Project Management
- Introduction to Public Policy
- Introduction to Risk Management
- Leading and Managing Change
- Learning and Development for Managers
- Managing Up
- New and Emerging Manager Series
- Polish Your Punctuation & Grammar
- Positive Influencing Skills
- Powerful Communication
- Produce Persuasive Reports and Proposals
- Providing Performance Feedback

For **10**
agencies/
organisations

run **37**
times
To **445**
delegates



EVENTS PROGRAM





EVENTS REPORT

The COVID-19 pandemic continued to influence how IPAA SA delivered events during 2020/2021. The continually changing landscape has meant that we have needed to adapt and broaden the way we deliver our events program to ensure our members are engaged and informed. By further developing our online event offerings, we have found that our virtual attendees now include those who are based regionally as well as those from different tiers of government. We now also have better access to interstate and international speakers. By being able to virtually stream these speakers, we save on travel costs and reduce the risk of cancellation due to border closures or quarantine periods.

The COVID-19 pandemic saw IPAA SA exploring new ways and platforms of offering events and forums to continue bringing our members relevant, up to date information. These modes included;

- **Live Online Only events** – this mode was used during tight lockdown restrictions. For example, the Annual Economic Outlook Breakfast 2020 was due to run in-person on 20 November, though leading up to the event a COVID-19 outbreak plunged the state into lockdown. The ability to run this virtually meant that we did not have to postpone this event once again.

This financial year IPAA SA continued to deliver the 'Virtual on the Couch Series', which was developed with the South Australian Leadership Academy (Office of the Commissioner for Public Sector Employment) and PwC to support and provide expert knowledge and information to our members during untested times. Members had the opportunity to submit their questions to leaders who were at the forefront of decision-making around the pandemic. These included leaders such as Professor Nicola Spurrer,

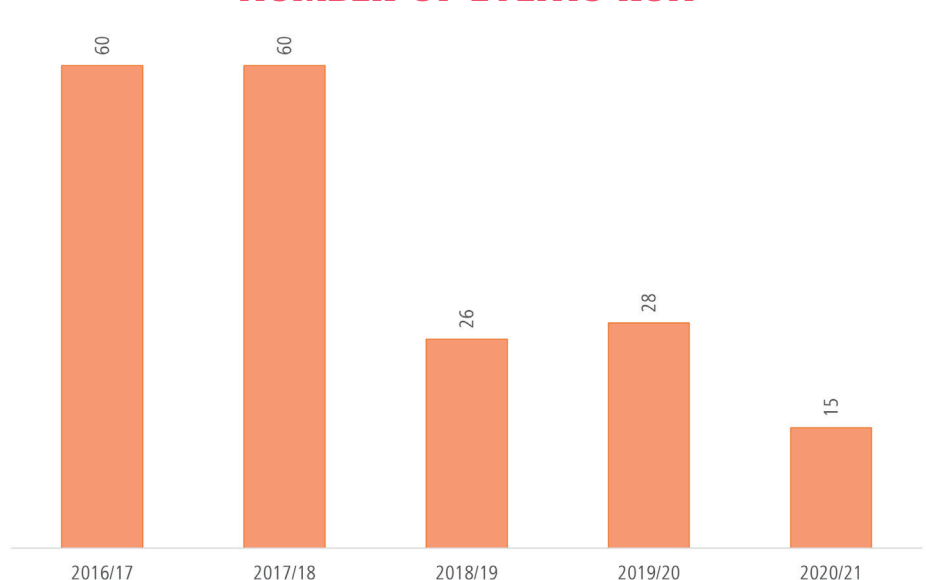
Chief Public Health Officer, SA Health, Mark Goldstone, (former) Chief Executive Officer, City of Adelaide and Rodney Harrex, Chief Executive, South Australian Tourism Commission.

Recognising the stress and need to focus on wellbeing during such a turbulent time, IPAA SA continued to develop the COVID-19 Mental Wellbeing – Interview Series and delivered a Wellness and Wellbeing in a COVID World - Webinar recording to our Personal Members.

IPAA SA also celebrated the public sector's efforts during the pandemic by delivering the Premier's Address and Excellence Awards. The awards highlighted such projects as Kidstuff - Young Indigenous Parents Program, A Health, SA Police, SA Ambulance Service and SA Pathology's Medihotel Quarantine Program, and the Department of the Premier and Cabinet's Bushfire Rebuilding and Recovery Program.

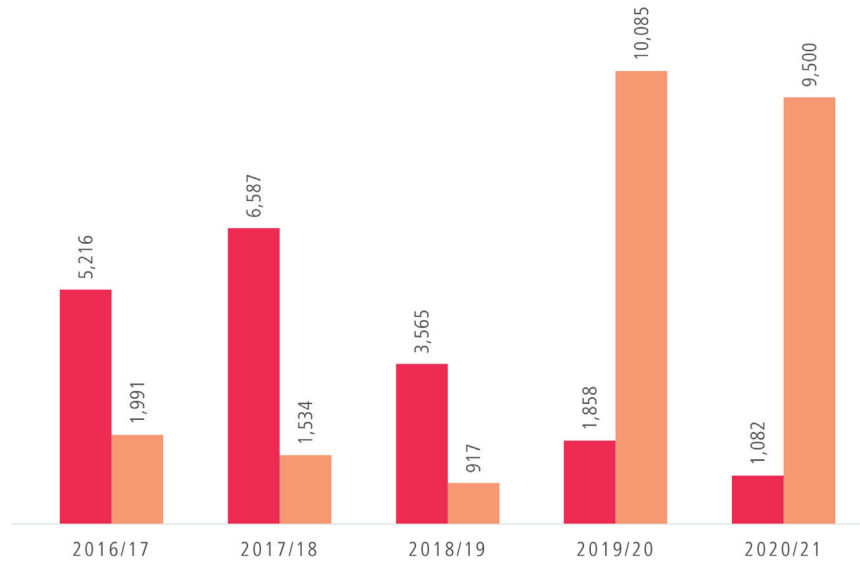
- **Hybrid events** – this mode offered both in-person and virtual options to our guests. This option put us in a better place to move the event entirely online should another outbreak occur. This also offered options to our members who were at high risk or those who did not want to interact face to face.
- **Pre-recorded events** – this mode was used primarily for our 'Virtual on the Couch', and 'Managing Mental Health' series. The events were pre-recorded and released via our publications.

NUMBER OF EVENTS RUN



EVENT ATTENDANCE

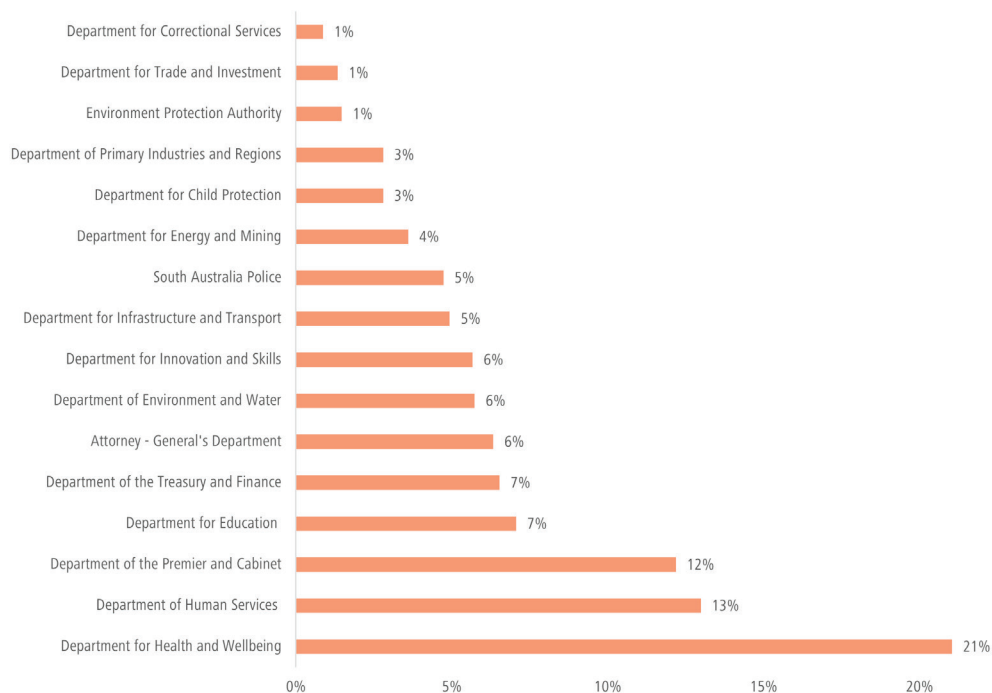
■ Attended (in-person) ■ Watched (online)



EVENT ATTENDANCE BY SECTOR



REGISTRATIONS BY CHIEF EXECUTIVE COUNCIL DEPARTMENT



EVENT HIGHLIGHTS

VIRTUAL ON THE COUCH SERIES

Release Dates: 10 July, 30 July, 21 August, 10 September, 18 September, 30 September
Views: 3,339

To help IPAA SA Members stay informed during COVID-19, IPAA SA, the South Australian Leadership Academy (Office of the Commissioner for Public Sector Employment) and PwC were pleased to offer the Virtual on the Couch Series.

Speakers included:

- **Professor Nicola Spurrier**, Chief Public Health Officer, SA Health
- **Mark Goldstone**, (former) Chief Executive Officer, City of Adelaide
- **Mark Duffy**, Chief Executive, Performance and Reform, Department of the Premier and Cabinet
- **Tony Circelli**, Chief Executive, Environment Protection Authority
- **Michelle Edge**, Chief Executive, PIRSA
- **Rodney Harrex**, Chief Executive, South Australian Tourism Commission

IPAA SA & PWC BREAKFAST - OPPORTUNITIES IN A POST COVID WORLD

Date: 21 October 2020
Registered: 27

PwC and the Institute of Public Administration Australia, SA Division (IPAA SA) invited IPAA SA Councillors, State Government Chief Executives and PwC representatives to an exclusive breakfast.

Tom Seymour, National CEO, PwC, shared opportunities in our economy in the post COVID world.

Speaker:

- **Tom Seymour**, National CEO, PwC

ULURU STATEMENT FROM THE HEART

Date: 10 November 2020
Registered to attend: 254
Registered to watch online: 283

Delegates joined us at this thought-provoking event to better understand the Uluru Statement from the Heart by listening to a diverse range of speakers.

Speakers included:

- **David Brown**, Chief Executive Department for Correctional Services
- **Kim Cheater**, Partner, Adelaide PwC Australia
- **Professor Megan Davis**, Pro Vice-Chancellor Indigenous and Balnaves Chairs in Constitutional Law, Indigenous Law Centre, University of NSW
- **Arrin Hazelbane**, Senior Aboriginal Policy and Project Officer, Youth Justice, Department of Human Services and Finance
- **Nerida Saunders PSM**, Executive Director, Aboriginal Affairs and Reconciliation Department of the Premier and Cabinet
- **Lois Boswell**, Deputy Chief Executive, Department of Human Services

Event MC:

- **Ruth Ambler**, Executive Director, Cabinet Office, Department of the Premier and Cabinet



COPING DURING COVID 19 – TIPS AND ADVICE

Date: 11 November 2020

Registered: 351

The COVID-19 outbreak has amplified the strain for some people. To share some tips and information on how to cope with these feelings we welcomed Forensic Psychologist, Luke Broomhall, and Chief Psychiatrist Dr John Brayley. Our industry experts sat down with Commissioner for Public Sector Employment, Erma Ranieri to discuss some of the current statistics on Mental Health during the COVID-19 pandemic, as well as providing some practical advice on how to manage during these challenging times. During this interview, Mr Broomhall, and Dr Brayley also addressed questions from the public.

Speakers included:

- **Dr John Brayley**, Chief Psychiatrist, SA Health
- **Erma Ranieri**, Commissioner for Public Sector Employment, Office of the Commissioner for Public Sector Employment, IPAA SA President
- **Luke Broomhall**, Director, PsychCheck

ANNUAL ECONOMIC OUTLOOK ADDRESS 2020

Date: 9 December 2020

Registered: 96

IPAA SA in conjunction with PwC Australia hosted the Annual Economic Address 2020 with the Hon. Rob Lucas MLC, Treasurer of South Australia.

The 2020-21 state budget set the course for South Australia's COVID-19 economic recovery. Jamie Briggs, Adelaide Managing Partner, PwC Australia, led the Treasurer through a discussion around this crucial budget and its implications for South Australia's future. This discussion was followed by an interactive audience Q&A.

Speakers included:

- **The Hon. Rob Lucas MLC**, Treasurer of South Australia
- **Jamie Briggs**, Adelaide

Managing Partner, PwC Australia

INTEGRITY AND ACCOUNTABILITY IN PUBLIC ADMINISTRATION

Date: 18 February 2021

Registered to attend: 155

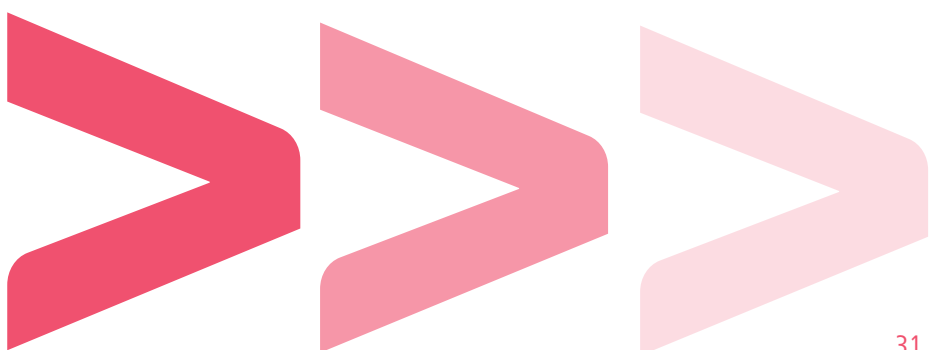
Registered to watch online: 156

The Hon. Ann Vanstone QC commenced as South Australia's Independent Commissioner Against Corruption on 2 September 2020.

Commissioner Vanstone shared her insights on integrity in public administration and the role we can all play in upholding it. Following the Commissioner's address, Caroline Mealor, Chief Executive, Attorney-General's Department interviewed the Commissioner and then invited questions from the in person and online audience.

Speakers included:

- **The Hon Ann Vanstone QC**, Independent Commissioner Against Corruption
- **Caroline Mealor**, Chief Executive, Attorney-General's Department





PREMIER'S ADDRESS AND EXCELLENCE AWARDS

Date: 6 April 2021

Registered to attend: 275

Registered to watch online: 88

These awards highlighted the individuals and teams who exemplify the public sector's values and have delivered exceptional services to the South Australian community, including during the state's emergency responses.

During this event, Premier Steven Marshall also delivered his address to the public sector, sharing more on the State's COVID-19 recovery and how we can all move forward with purpose.

Speakers included:

- **The Hon. Steven Marshall MP**, Premier of South Australia, Government of South Australia
- **Erma Ranieri**, Commissioner for Public Sector Employment, Office of the Commissioner for Public Sector Employment, IPAA SA President

A CONVERSATION WITH NICK READE

Date: 12 May 2021

Registered to attend: 355

Registered to watch online: 235

Nick Reade joined us as guest speaker in his role as the newly appointed Chief Executive of the Department of the Premier and Cabinet. Nick shared with us his focus and agenda, together with some of the leadership lessons he has learned throughout his 30-year career.

During his conversation IPAA SA President and Commissioner for Public Sector Employment, Erma Ranieri, guests had the opportunity to hear first-hand from Nick Reade as well as explore his responses to questions from the audience.

Speakers included:

- **Nick Reade**, Chief Executive, Department of the Premier and Cabinet
- **Erma Ranieri**, Commissioner for Public Sector Employment, Office of the Commissioner for Public Sector Employment, IPAA SA President

IPAA SA ANNUAL GENERAL MEETING

Date: 20 May 2021

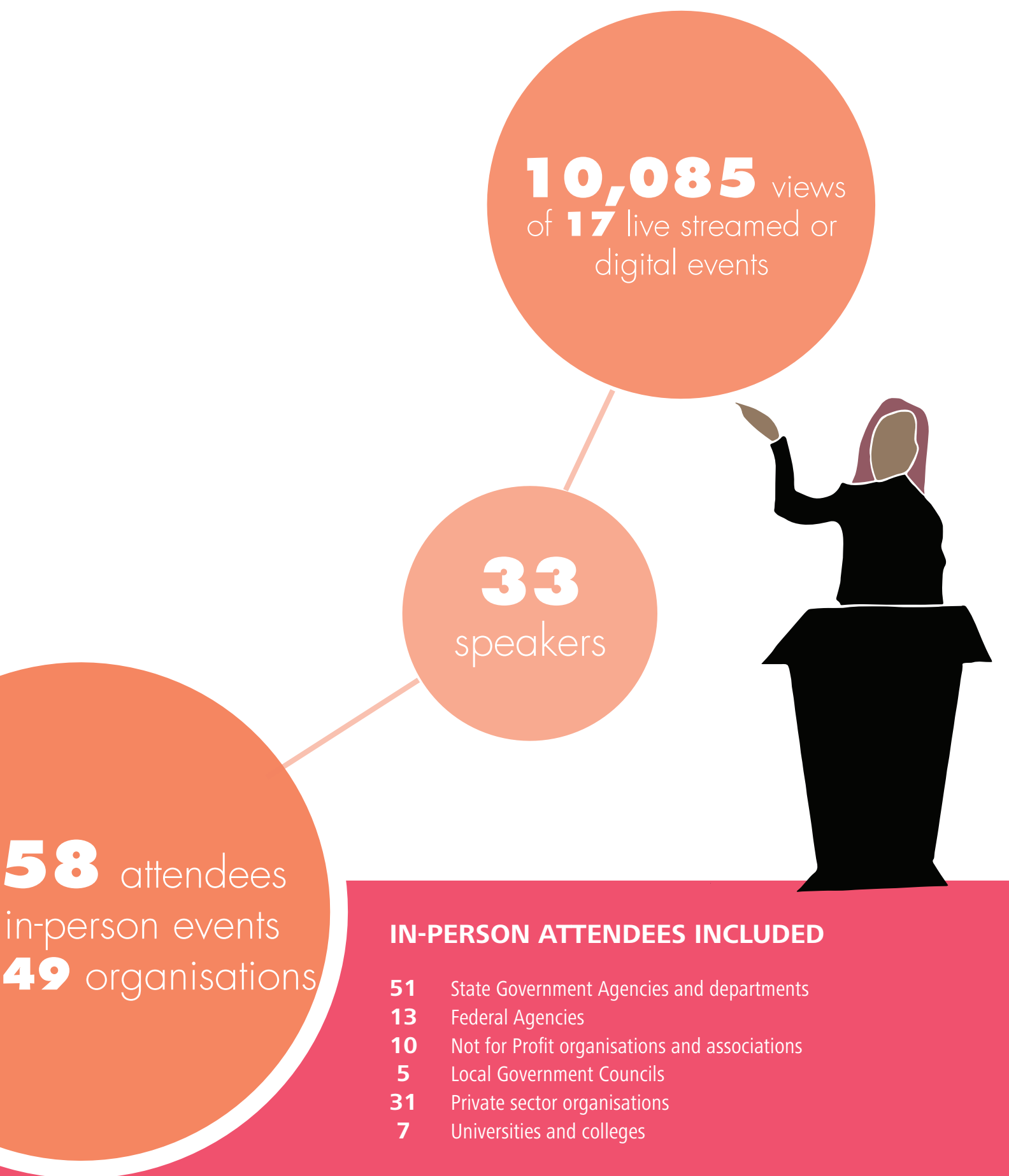
Registered to attend: 16

The 2020 Annual General Meeting was a great opportunity for professional members to actively get involved in their association, meet fellow members and have their say on the leadership of the institute.

Speakers included:

- **Erma Ranieri**, Commissioner for Public Sector Employment, Office of the Commissioner for Public Sector Employment, IPAA SA President
- **Mark Thomson**, Partner, PwC, IPAA SA Treasurer

1,8
at **13**
from **1**



MARKETING & ENGAGEMENT

SUMMARY OF MARKETING ACTIVITIES

Digital and online engagement remains a focus for IPAA SA, following the rapid transition in March 2020 from in-person events to digital events. We value every opportunity to connect with the public sector and its affiliates, to bring helpful knowledge, resources and support. 2020/21 proved to be a testing time as COVID-19 continued and this was reflected in IPAA SA's approach to communications.

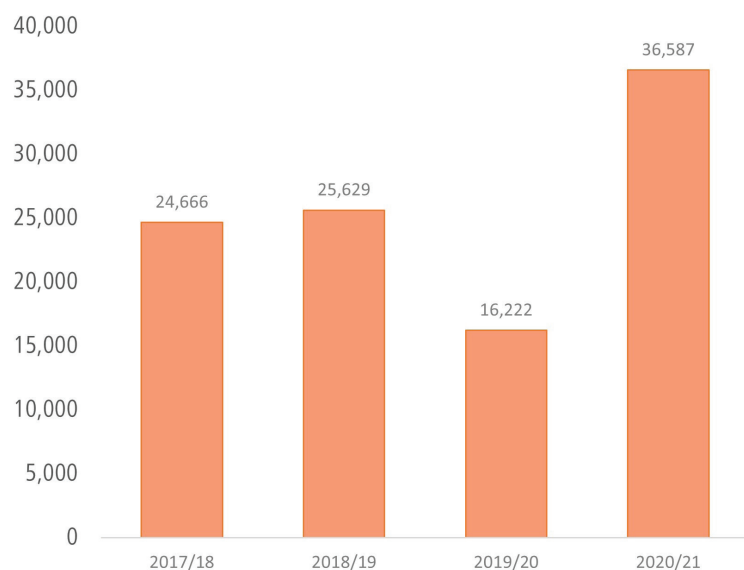
WEBSITE

The effectiveness of the redeveloped IPAA SA website was proven during this time, firstly in its adaptability to meet changing circumstances around COVID-19 which impacted service areas, and secondly in its overall performance and visitation in comparison to its predecessor.

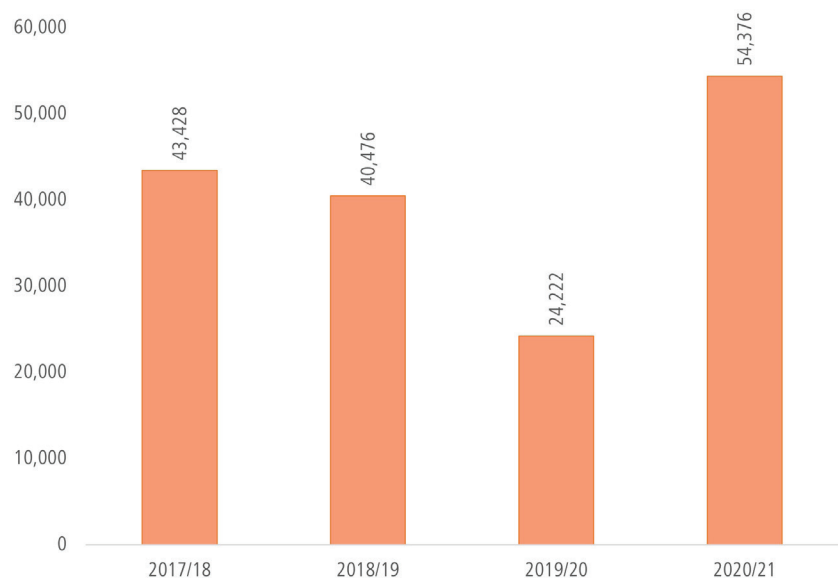
The website attracted 36,587 users over 54,376 sessions and 129,519 page views over the financial year this is a great achievement and effectively doubling the previous year's performance of 16,222 users over 24,222 sessions and 58,863 page views.

The Professional Development Short Course landing page was the most popular content on our website, followed by the Homepage, Events landing page and the Personal Membership page.

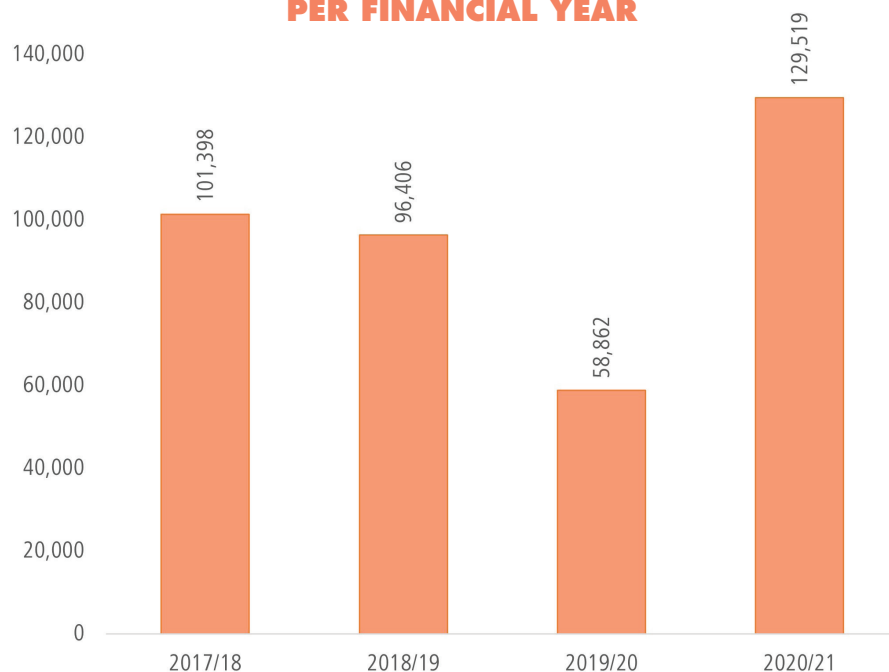
NUMBER OF WEBSITE USERS PER FINANCIAL YEAR



NUMBER OF WEBSITE SESSIONS PER FINANCIAL YEAR



NUMBER OF WEBSITE PAGE VIEWS PER FINANCIAL YEAR



SOCIAL MEDIA

2020/21 saw the growth of LinkedIn as IPAA SA's primary social media platform, with the community growing to 826 followers. On LinkedIn we also saw the establishment of the Personal Member Networking Group, a members only group all Personal Members are invited to join on registration of their membership.

This group is a place for members to professionally network, share and support each other and is another way for IPAA SA to share important news and announcements with members, as well as building a stronger member community.



VIDEO CHANNELS

IPAA SA's Vimeo and YouTube Channels continue to grow with a library of over 150 videos now available, covering all of our flagship and digital events. Video content views reached over 9,200 and there was over 1,494 hours of watch time during the year. The videos with the most views over the last financial year were the 'Virtual on the Couch' with Professor Nicola Spurrier, 'Disability Employment Strategy Launch' and 'COVID-19 Mental Wellbeing - Interview Series' with Luke Broomhall.

EMAIL ENGAGEMENT

Email is IPAA SA's most prominent way to connect with our audience. Over 2020/21, IPAA SA took a segmented approach to email marketing, offering three standard publications; IPAA SA Connect, IPAA SA Event Blasts and IPAA SA Professional Development Updates as well as select communications for events and other opportunities. IPAA SA Connect remained a vital point of engagement, sharing news, resources and highlights on events and training. As 2020 ended the number of distributions of this email decreased from at one stage, nearly one per week, to one per month as part of IPAA SA's strategy to attune to the new normal. During this time, our highest performing email was IPAA SA Connect #11 where our 'Virtual On the Couch Session' with Professor Nicola Spurrier was promoted.

PARTNERS AND SPONSORS

CHIEF EXECUTIVE COUNCIL



**Government
of South Australia**

Government of South Australia

IPAA SA has an agreement with the Senior Management Council (SMC) of the Government of South Australia. This agreement means that approximately 80,000+ State Government employees are members of IPAA SA. Our events, forums and training programs are designed in consultation with SMC.

PLATINUM PARTNER



PwC Australia

PwC firms assist organisations and individuals create the value they are looking for through their network of firms in 158 countries with close to 169,000 people who are committed to delivering quality in assurance, tax advisory services.





Flinders University

Flinders University enjoys a well-justified reputation for its excellence in teaching and research. It has long-standing commitment to enhancing educational opportunities for all and a proud record of community engagement.



Australia Post

Over Australia Post's long history, their social purpose and commitment to the community has remained the same; to create connections and opportunities that matter to every Australian.



Deloitte

Deloitte is a leading global provider of audit and assurance, consulting, financial advisory, risk advisory, tax, and related services. During Deloitte's 175-year history, the organisation has grown tremendously in both scale and capabilities. Deloitte currently has approximately 330,000 people in more than 150 countries and territories, and serves four out of five Fortune Global 500® companies.



Sullivan Consulting

SULLIVAN Consulting are an award winning digital and client-focused executive recruitment agency.



AWARDS

IPAA SA'S NATIONAL FELLOW FOR 2020

RICK PERSSE

CHIEF EXECUTIVE
DEPARTMENT FOR EDUCATION



It is with great pleasure, the Institute of Public Administration Australia announced Mr Rick Persse as the worthy recipient of the National Fellow Award for South Australia in 2020.

Presented by IPAA National President, Dr Gordon de Brouwer PSM, this award seeks to recognise those who have made the utmost contribution to the best practice of the public administration and demonstrate the institute's core values as the prime association for public sector professionals.

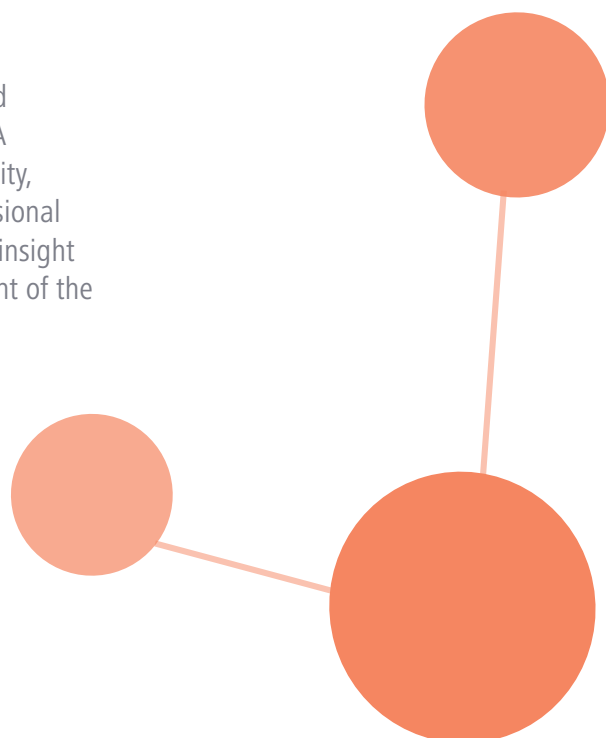
This award comes in recognition of Mr Persse's championing of excellence in public administration and his significant contributions to the public sector through legal and educational innovation and reform.

Over Mr Persse's career, he has led a wide range of initiatives, including creating Shared Services SA, championing the 'Transforming Criminal Justice Agenda' and leading key reforms in domestic violence and disability services.

In his current role as Chief Executive of the Department for Education of South Australia, his achievements have included leading two significant machinery of government reforms, delivering on Royal Commission recommendations, and other initiatives designed to improve the standard and outcomes of education provided in South Australia.

Mr Persse is also an active and dedicated member of the IPAA SA Personal Member community, presiding on the IPAA SA Divisional Council and offering his keen insight and expertise to the betterment of the institute.

On behalf of the IPAA SA Divisional Council and Personal Members, we would like to extend our sincere congratulations and thanks to Mr Persse for his continued commitment to building the standing of the public sector.



TREASURER'S REPORT

FOR 2020/2021



The 2020/21 financial year continued the disruption experienced in the second half of the 2019/20 year as a result of the COVID-19 pandemic. Traditional work arrangements continued to be disrupted by COVID-19 outbreaks and the ongoing existence of travel and activity restrictions.

IPAA SA has worked hard to ensure it has an agile operating model, a model it strengthened during the second half of 2019/20 when its operations were severely restricted, but with government assistance, it was able to maintain its staff. This model has served IPAA SA well as it navigated the various operating conditions experienced through 2020/21 and found ways to meet demand that were financially viable.

This has resulted in a net surplus in 2020/21 of \$243,301 being recorded, reversing the deficit experienced in 2019/20 and maintaining the organisations financial strength the team has worked so hard to develop.

Reflecting the still variable but more favourable operating conditions in 2020/21 total income for the year was \$1,580,658 compared to \$1,293,153 for the previous year. In line with this increased activity cost of sales for the year also rose to \$591,400, up from \$587,896 for the previous year.

COVID-19 still influenced hours worked with most staff members reducing their number of working days for at least some period during the year. This has resulted in employment expenses for the year being \$519,732, down from \$527,903 for the previous year and representing consecutive year on year falls.

Consistent with the extension of government assistance packages into 2020/21, for the financial year a total of \$238,163 government assistance was received, including JobKeeper Subsidy \$155,700, SA Small Business Grant \$10,000, and Cash Flow Boost \$72,463. As it did in 2019/20 this assistance has allowed IPAA SA to maintain employment arrangements and continue to evolve its agile working model.

A significant feature of the continued financial strength of IPAA SA was the renewal last year of the agreement with the Chief Executive Council (CEC) formally the Senior Management Council (SMC) of the State Government for reduced rates on Professional Development programs and free access to key events for their staff covering the financial period 1 July 2020 to 30 June 2021. This agreement continues for 2021/2022.

Predicting the operating environment IPAA SA will experience in 2021/22 would be a brave statement however, I can say with confidence that we enter the year as financially secure as we were pre-COVID-19 and with an agile operating model that is not only financially sound but delivering great value to our members.

MARK THOMSON
IPAA SA TREASURER





FINANCIAL STATEMENTS



INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA - SA DIVISION

Statement of Comprehensive Income for the year ended 30 June 2021

		1/7/20 to 30/06/21	1/7/19 to 30/06/20
INCOME:	Note	\$	\$
Partnerships	4	29,854	24,441
Professional Development and General Events & Forums	5	1,004,438	857,328
Membership	6	307,862	302,338
Other Income	7	238,504	109,046
Total Income		1,580,658	1,293,153
EXPENSES:			
Employee benefits		519,732	527,903
Supplies and services	8	145,380	159,515
Seminars and other functions	9	591,400	587,896
Depreciation and Amortisation	10 & 11	71,710	72,954
Interest Expense	11	9,135	12,663
Total Expenses		1,337,357	1,360,931
TOTAL COMPREHENSIVE RESULT		243,301	(67,778)

Statement of Financial Position as at 30 June 2021

		30 June 2021	30 June 2020
CURRENT ASSETS:		\$	\$
Cash		1,488,108	1,105,008
Receivables	18	36,693	61,621
Prepayments & Stock		21,336	39,828
Total Current Assets		1,546,137	1,206,457
NON-CURRENT ASSETS:			
Plant and equipment	10	690	1,386
Right of use assets	11	172,647	178,775
Total Non-Current Assets		173,337	180,161
Total Assets		1,719,474	1,386,618
CURRENT LIABILITIES:			
Payables	12	95,147	69,964
Contract liabilities	13	510,050	440,288
Employee Benefits	14	26,625	27,355
Lease liabilities - Right of use assets	16	69,058	70,194
Total Current Liabilities		700,880	607,801
NON-CURRENT LIABILITIES:			
Employee Benefits	14	42,851	45,262
Lease liabilities - Right of use assets	16	116,147	117,260
Total Non-Current Liabilities		158,998	162,522
Total Liabilities		859,878	770,323
NET ASSETS		859,596	616,295
EQUITY:			
Retained Earnings	15	859,596	616,295
TOTAL EQUITY		859,596	616,295
Contingent assets and liabilities	17		

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

1 Mission Statement

The Institute aims to enhance the reputation, integrity and capacity of the public sector, and to provide leadership in the development of a high quality, professional public sector in South Australia.

2 Significant Accounting Policies

(a) Statement of Compliance

The Divisional Council has determined that the Institute is not a reporting entity.

The financial statements of the Institute are drawn up as special purpose financial statements, prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act 1985. The financial statements contain only those disclosures considered necessary by the Divisional Council to meet the needs of its members.

The accounts have been prepared in accordance with the requirements of the Associations Incorporation Act 1985 and applicable Australian Accounting Standards.

(b) Basis of Preparation

The preparation of the financial statement requires the use of certain accounting estimates and requires management to exercise its judgement in the process of applying the Institute's accounting policies. The areas involving a higher degree of judgement or where assumptions and estimates are significant to the financial statements, are outlined in the applicable Notes.

The Institute's Statement of Comprehensive Income and Statement of Financial Position have been prepared on an accrual basis and are in accordance with historical cost convention. The financial statements have been prepared on a twelve month operating cycle and presented in Australian currency.

(c) Revenue Recognition

Individual membership subscription income is recognised on the date that membership commences.

Corporate membership subscription income is recognised on the date that the membership commences.

Receipts relating to periods beyond the current financial period are shown in the Statement of Financial Position as contract liabilities under the heading of Current Liabilities. Income from seminars and other functions is recognised upon the delivery of service to attendees. Interest revenue is recognised on a proportional basis taking in to account the interest rates applicable to the financial assets.

(d) Cash and cash equivalents

Cash and cash equivalents includes cash on hand and deposits held at call with bank.

(e) Receivables

Receivables are recorded at their recoverable value. At the end of each reporting period, the Institute reviews the extent of its receivables and a provision is raised in respect of any balance where recovery is considered doubtful.

(f) Plant and Equipment

Minor items of plant and equipment with a value of less than \$2,000 are generally expensed in the Statement of Comprehensive Income at the time they are acquired. Plant and equipment, on acquisition, is deemed to be held at fair value.

(g) Depreciation of Plant and Equipment

Plant and equipment with an acquisition cost individually greater than \$2,000 is systematically depreciated using the straight line method of depreciation over their useful lives. This method is considered to reflect the consumption of their service potential.

Major depreciation periods are as follows:

Office equipment - PCs 3 years, Phone system 5 years

Furniture and Fittings - between 5 to 10 years.

(h) Employee Benefits

These benefits accrue for employees as a result of services provided up to the reporting date that remain unpaid. Short-term and long term benefits are measured at nominal amounts.

No provision has been made for sick leave as all sick leave is non-vesting and the average sick leave taken in future years by employees is estimated to be less than the annual entitlement of sick leave.

Salaries and annual leave

Liabilities for salaries and annual leave have been recognised as the amount unpaid at the reporting date. The liability for annual leave has been calculated at nominal amounts based on current remuneration rates as at reporting date. The annual leave liability is expected to be payable within twelve months.

Long service leave

The Institute recognised the long service leave for employees which the Institute believes will reach 7 years of service and become legally entitled to pro-rata long service leave.

On-costs

Employee benefit on-costs (Return to Work SA and superannuation) are recognised separately under payables.

Superannuation

Contributions are made by the Institute to a private sector superannuation scheme. These contributions are treated as an expense when they occur. There is no liability for payments to beneficiaries as they have been assumed by the superannuation scheme.

(i) Income tax

The Institute is a registered not-for-profit organisation and is exempt from income tax.

3 Financial Risk Management

The Institute has no significant concentration of credit risk. The Institute has policies and procedures in place to ensure that transactions occur with customers with appropriate credit history.

In relation to liquidity / funding risk, the continued existence of the Institute in its present form is dependent on its ability to attract members and attendees to seminars and other functions in order to provide an adequate cash inflow for the Institute's operations.

4 Partnerships

Platinum/Gold Partnerships

	1/7/20 to 30/06/21	1/7/19 to 30/06/20
	\$	\$
	29,854	24,441
	<u>29,854</u>	<u>24,441</u>

5 Professional Development and General Events & Forums

Professional Development
IPAA & AICD Training
ICAC Workshops
Professional Development In Agencies
General Events & Forums

Professional Development	801,858	571,563
IPAA & AICD Training	93,500	161,500
ICAC Workshops	-	900
Professional Development In Agencies	107,330	102,544
General Events & Forums	1,750	20,821
	<u>1,004,438</u>	<u>857,328</u>

6 Membership

Corporate Membership
Individual Membership

Corporate Membership	295,831	293,468
Individual Membership	12,031	8,870
	<u>307,862</u>	<u>302,338</u>

7	Other Income	1/7/20 to 30/06/21	1/7/19 to 30/06/20
		\$	\$
	Interest	341	1,091
	Jobkeeper	155,700	70,350
	Miscellaneous Income	82,463	37,605
		<u>238,504</u>	<u>109,046</u>
8	Supplies and Services	1/7/20 to 30/06/21	1/7/19 to 30/06/20
		\$	\$
	Administration Costs	42,383	39,003
	IT Costs	18,118	27,781
	Bad Debt	15,600	-
	National Levy (Capitation)	12,249	14,795
	Telephone	10,406	10,919
	Marketing	9,410	13,688
	Equipment Purchases	9,119	10,758
	AJPA	5,812	4,838
	Equipment Leases	5,136	5,487
	Bank Charges	4,963	2,272
	Rental of Premises	6,778	14,078
	Postage	2,710	3,663
	Staff Training	2,600	6,861
	Divisional Council	117	164
	National Conference	-	5,063
	Parking	- 21	145
		<u>145,380</u>	<u>159,515</u>
9	Seminars & Other Functions	1/7/20 to 30/06/21	1/7/19 to 30/06/20
		\$	\$
	Speakers Fees	455,698	444,942
	Catering	33,912	48,827
	Venue Costs	41,250	23,701
	Printing	22,644	29,952
	Equipment Hire	22,074	17,905
	Accommodation & Transport	-	3,306
	Gifts	-	200
	Publicity, Marketing & Other	15,822	19,063
		<u>591,400</u>	<u>587,896</u>
10	Plant and Equipment	30/06/21	30/06/20
		\$	\$
	Gross Carrying Amount		
	Balance at start of period	109,555	109,555
	Additions	-	-
	Disposals	-	-
	Balance at end of period	<u>109,555</u>	<u>109,555</u>
	Accumulated Depreciation		
	Balance at start of period	108,169	106,725
	Depreciation Expense	696	1,444
	Balance at end of period	<u>108,865</u>	<u>108,169</u>
	Net Book Value at end of period	<u>690</u>	<u>1,386</u>

11 Right of Use Assets

The Institute's lease portfolio includes leasehold building. The lease has a lease term of 2.5 years.

The option to extend for a term of 2 years or terminate are contained in the property leases of the Institute. These clauses provide the Institute opportunities to manage leases in order to align with its strategies. The extension options or termination options which were probable to be exercised have been included in the calculation of the Right of Use Asset.

The incremental borrowing rate used is 5.2%. This is based on the RBA borrowing rate at 1 July 2020 showing an average business loan rate of 3.7% and applying a 1.5% risk margin on top.

The lease is measured at cost in accordance with the Institute's accounting policy as outlined in Note 2.

AASB 16 related amounts recognised in the balance sheet

Right of use assets	30/06/21	30/06/20
	\$	\$
Leased premises	250,285	250,285
Adjustment to opening balance	64,886	-
Accumulated depreciation	(142,524)	(71,510)
Total right of use asset	<u>172,647</u>	<u>178,775</u>

Movement in carrying amounts

Opening Balance	178,775	250,285
Adjustment to opening balance	64,886	-
Depreciation expenses	(71,014)	(71,510)
Net carrying amount	<u>172,647</u>	<u>178,775</u>

AASB 16 related amounts recognised in the statement of comprehensive income

Depreciation expense	71,014	71,510
Interest expense	9,135	12,663
	<u>80,149</u>	<u>84,173</u>

12 Payables

	30/06/21	30/06/20
	\$	\$
Creditors	71,074	32,116
GST Liability	9,443	22,657
PAYG Liability	7,872	8,329
Employment On-costs - Superannuation	6,358	6,474
Employment On-costs - Return to Work SA	400	388
	<u>95,147</u>	<u>69,964</u>

Interest Rate and Liquidity Risk

Creditors are raised for all amounts billed but unpaid. Creditors are usually paid within 30 days. Employment on-costs are settled when the respective employee benefit is discharged. All payables are non-interest bearing. The carrying amount of payables approximates net fair value.

13 Contract liabilities

Contract liabilities relate to monies received in advance for goods and services, for which revenue is recognised when the goods and services are provided. It includes amounts invoiced in relation to Professional Development, General Events and Membership which relate to future periods. In the prior year this balance was classified as Revenue Received in Advance.

The revenue is expected to be recognised in the year 2021/22.

Revenue totalling \$369,992 was recognised in 2020/21 that was included in contract liabilities at 1 July 2020.

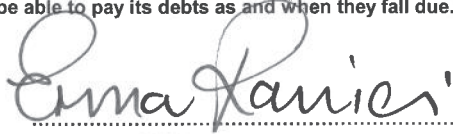
	30/06/21	30/06/20
	\$	\$
Contract liabilities	<u>510,050</u>	<u>440,288</u>
	<u>510,050</u>	<u>440,288</u>


14	Employee Benefits			30/06/21	30/06/20		
				\$	\$		
	Current						
	Annual Leave			20,732	22,882		
	Salaries Payable			5,324	3,363		
	Superannuation Payable			532	1,087		
	Return to Work SA			37	23		
				<u>26,625</u>	<u>27,355</u>		
	Non-Current						
	Long Service Leave			42,851	45,262		
				<u>42,851</u>	<u>45,262</u>		
	Total			<u>69,476</u>	<u>72,617</u>		
15	Retained Earnings			30/06/21	30/06/20		
				\$	\$		
	Balance at start of period			616,295	684,073		
	Net Result (as per Statement of Comprehensive Income)			243,301	(67,778)		
	Balance at end of period			<u>859,596</u>	<u>616,295</u>		
16	Lease Liabilities			30/06/21	30/06/20		
				\$	\$		
	Current						
	Lease liability - Right of use asset			69,058	70,194		
	Non- Current						
	Lease liability - Right of use asset			116,147	117,260		
	Total			<u>185,205</u>	<u>187,454</u>		
17	Contingent Assets and Liabilities						
	There are no known contingent assets and liabilities as at 30 June 2021.						
18	Receivables						
	Interest Rate and Credit Risk						
	Receivables are raised for all goods and services provided for which payment has not been received. Receivables are normally settled within 30 days. Debtors are non-interest bearing. It is not anticipated that counterparties will fail to discharge their obligations. The carrying amount of receivables approximates net fair value due. In addition, there is no concentration of credit risk.						
				30/06/21	30/06/20		
				\$	\$		
	Receivables			28,102	33,186		
	Accrued income			8,591	28,435		
				<u>36,693</u>	<u>61,621</u>		
19	Maturity Analysis			2021 Contractual maturities		2020	
	Category of financial asset and financial liability	Statement of Financial Position line item	Note	2021 Carrying amount/ fair value	Within 1 year	1-5 years	Carrying amount/ fair value
	Financial assets at amortised cost						
	Cash	Assets		1,488,108	1,488,108	-	-
	Receivables	Assets	18	36,693	36,693	-	-
	Total financial assets			<u>1,524,801</u>	<u>1,524,801</u>	<u>-</u>	<u>-</u>
	Financial liabilities at amortised cost						
	Contract liabilities	Liabilities	13	510,050	510,050	-	-
	Lease liabilities	Lease Liabilities	16	185,205	69,058	116,147	-
	Total financial liabilities			<u>695,255</u>	<u>579,108</u>	<u>116,147</u>	<u>-</u>

STATEMENT BY RESPONSIBLE OFFICE BEARERS

We certify that the above Financial Statements represent, to the best of our knowledge and belief, an accurate account of the affairs of IPAA SA Division Inc for the year 1 July 2020 to 30 June 2021 and the position at that date.

There are reasonable grounds to believe that Institute of Public Administration Australia South Australian Division Inc will be able to pay its debts as and when they fall due.


..... Erma Ranieri (President)


..... Renae Haese (Executive Director)



ACKNOWLEDGMENTS

IPAA SA wishes to acknowledge the Committee Chairs, Committee Members, Facilitators, Speakers, Professional Members, South Australian Chief Executive Team and organisations who generously contributed to our success over the past year.

We also wish to thank the many suppliers who have helped us deliver our range of services, often at a discounted or reduced rate.

If you are interested in working with IPAA SA, as a partner, supplier or sponsor, please contact us.

CONTACTS

Renae Haese

Executive Director
admin@sa.ipaa.org.au

Chantelle Bourlioufas

Executive Officer
registrations@sa.ipaa.org.au

Kathryn Oosthuizen

Membership & Marketing Coordinator
membership@sa.ipaa.org.au



