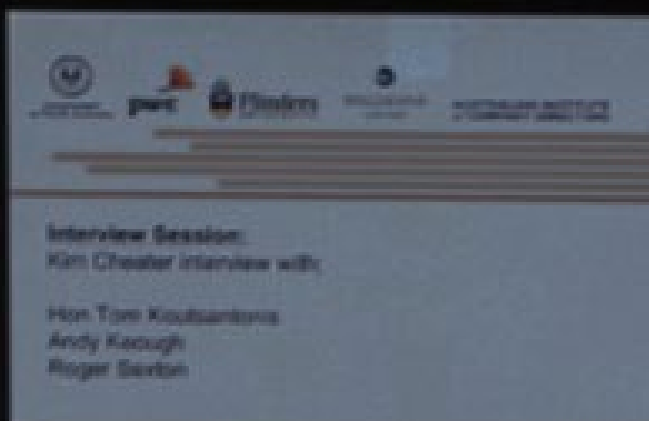




# 2016 - 2017 ANNUAL REPORT



Enhancing the reputation,  
integrity and capacity  
of the public sector.





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## REPORTING PERIOD.

The 2016/2017 Annual Report has been produced to provide members with an outline of our recent performance and activities. This report covers the period 1 July 2016 – 30 June 2017.



# ABOUT US.

**The institute of Public Administration Australia South Australian Division (IPAA SA) is a non-political, not-for-profit, incorporated organisation that serves as an important source of intellectual capital, information and opinion on issues of government policy, innovation, reform and networking.**

Our Mission: Enhancing the reputation, integrity and capacity of the public sector. To provide leadership in the development of high quality, professional public sector in SA.

IPAA SA is the professional association for public sector administrators and private sector organisations which support the delivery of government services. IPAA SA is affiliated with similar organisations interstate and throughout the world.

IPAA SA is the professional body for public sector employees in South Australia. IPAA's partnership agreement with the State Government means that almost 80,000 employees are members of IPAA SA.

The public sector plays a vital role in the daily lives of all Australians. Through a range of far-reaching and innovative programs, the South Australian Division is enhancing the work, thinking and influence of the sector throughout the State.

Established in 1927, we are a membership organisation, and we are non-political and not-for-profit.

We cater across the State, Federal and Local spheres of Government.

Our long history means we have support from many long-term members and contributors. Our independence means we can deliver un-biased information and learnings from across the jurisdictions.

We are linked Australia-wide to IPAA divisions in each State and Territory allowing us to bring knowledge of new practices from around Australia and overseas.



- [1] IPAA 2016 National Conference
- [2] 2016 Economic Outlook Breakfast
- [3] Joined- Up Policy Network Forum
- [4] Talking Performance
- [5] [6] Gender Equality in Leadership
- [7] On the Couch Series



# PRESIDENT'S REVIEW.



**Erma Ranieri**  
IPAA SA President

# GOVERNANCE.

The IPAA SA Council is responsible for governance and strategic planning. Councillors are Professional Members and we encourage all members to nominate to join the council as a great way to learn new skills and increase networks.

## Councillors/ Office Bearers



**President**  
**Erma Ranieri**  
Commissioner for Public Sector  
Employment  
Office for the Public Sector



**Vice President**  
**Ruth Ambler**  
Executive Director  
Cabinet Office  
Department of the Premier and Cabinet



**Treasurer**  
**Mark Thomson**  
Partner  
PwC Australia



**Secretary**  
**Paul Sutton**  
Chief Executive Officer  
City of Charles Sturt

## Councillors



**Daniel Butler**  
Manager, Strategic Integration  
Change@SouthAustralia  
Office for the Public Sector



**Sandy Pitcher**  
Chief Executive  
Department of Environment,  
Water and Natural Resources



**Lyn Guerin**  
Director, Policy and Reporting  
Office for Child Safety  
Department of Education and  
Child Development



**Geoff Knight**



**David Reynolds**  
Under Treasurer  
Chief Executive  
Department of Treasury and  
Finance



**Katherine Winton**  
Team Leader  
Administrative Support Unit  
Health Safety Welfare Branch  
Injury Management Section (114)  
South Australia Police

## Retired Councillors

Geoff Knight retired October 2016  
Daniel Butler retired January 2017  
Lyn Guerin retired April 2017

## Attendance

From 01 July 2016 to 30 June 2017 IPAA SA held 6 Divisional Council meetings. From 01 July 2016 to 30 June 2017 IPAA SA held 6 Executive Committee Meetings. Councillors did not receive remuneration for their attendance or contribution at the Divisional Council or Executive Committee meetings.

## Executive Committee

	28/07/2016	26/10/2016	25/01/2017	22/02/2017	26/04/2017	28/06/2017	Summary
Ruth Ambler	X	✓	✓	✓	✓	✓	5 of 6
Renae Haese	✓	✓	✓	✓	✓	✓	6 of 6
Tony Lawson	X	✓	n/a	n/a	n/a	n/a	1 of 2
Erma Ranieri	X	✓	✓	✓	✓	✓	5 of 6
Paul Sutton	✓	✓	✓	✓	✓	✓	6 of 6
Mark Thomson	✓	✓	✓	✓	✓	X	5 of 6

## Divisional Council

	28/07/2016	26/10/2016	25/01/2017	22/02/2017	26/04/2017	26/06/2017	Summary
Ruth Ambler	X	✓	✓	✓	✓	✓	5 of 6
Dan Butler	✓	✓	n/a	n/a	n/a	n/a	2 of 2
Lyn Guerin	✓	X	✓	X	n/a	n/a	2 of 4
Renae Haese	✓	✓	✓	✓	✓	✓	6 of 6
Geoff Knight	X	✓	n/a	n/a	n/a	n/a	1 of 2
Tony Lawson	X	✓	n/a	n/a	n/a	n/a	1 of 2
Sandy Pitcher	✓	✓	X	X	✓	✓	4 of 6
Erma Ranieri	✓	✓	✓	✓	✓	✓	6 of 6
David Reynolds	✓	✓	X	✓	X	X	3 of 6
Paul Sutton	✓	✓	✓	✓	✓	✓	6 of 6
Mark Thomson	✓	✓	✓	X	✓	X	4 of 6
Katherine Winton	n/a	n/a	✓	✓	✓	✓	4 of 4



# IPAA STAFF STRUCTURE.

July 2016 to November 2016

IPAA SA  
Divisional Council



Renae Haese  
Executive Officer



Tony Lawson  
Executive Director



Chantelle Dixon  
Program Manager



Eufemia Alvaro  
Finance Manager



Athena Wallbank  
Event Coordinator



Caitlin Pegoli  
Digital Marketing  
Coordinator



Nadia Cammarere  
Office Services  
Coordinator

December 2016 to June 2017

IPAA SA  
Divisional Council



Renae Haese  
Executive Director



Chantelle Dixon  
Program Manager



Eufemia Alvaro  
Finance Manager



Athena Wallbank  
Event Coordinator



Caitlin Pegoli  
Digital Marketing  
Coordinator



Nadia Cammarere  
Office Services  
Coordinator

A black and white photograph of a woman with short, light-colored hair, smiling and speaking into a microphone. She is wearing a dark jacket over a light-colored top. In the background, a presentation screen displays text, including bullet points and a list. The text on the screen is partially obscured by the woman and the overlay text.

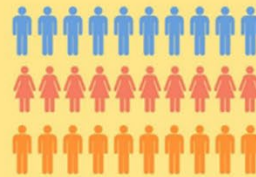
INSTITUTE OF  
PUBLIC ADMINISTRATION  
AUSTRALIA SA DIVISION

**PROFESSIONAL  
DEVELOPMENT  
PROGRAM.**

# PROFESSIONAL DEVELOPMENT PROGRAM

**DURING THE PERIOD 2016 – 2017**

**2326 DELEGATES**



**COURSES 36**



**157 OCCASSIONS**



Our Professional Development program continues to deliver relevant, skills-based training for the public sector. A total of 157 professional development courses was delivered to 2326 delegates, this is 346 more delegates this financial year compared to last.

This Professional Development (PD) Sub-Committee comprises key government personnel, with members being from the Divisional Council and the HR Leadership Group, as follows.

- **Daniel Butler (Chair)**
- **Chantelle Dixon**

- **Renae Haese**
- **Linda Hundertmark**
- **Tammy Joachin**
- **Tony Lawson**
- **Charles Moore**
- **Susie Rodeghiero-Smith**
- **Kate Stephens**
- **Kirstie Walkley**

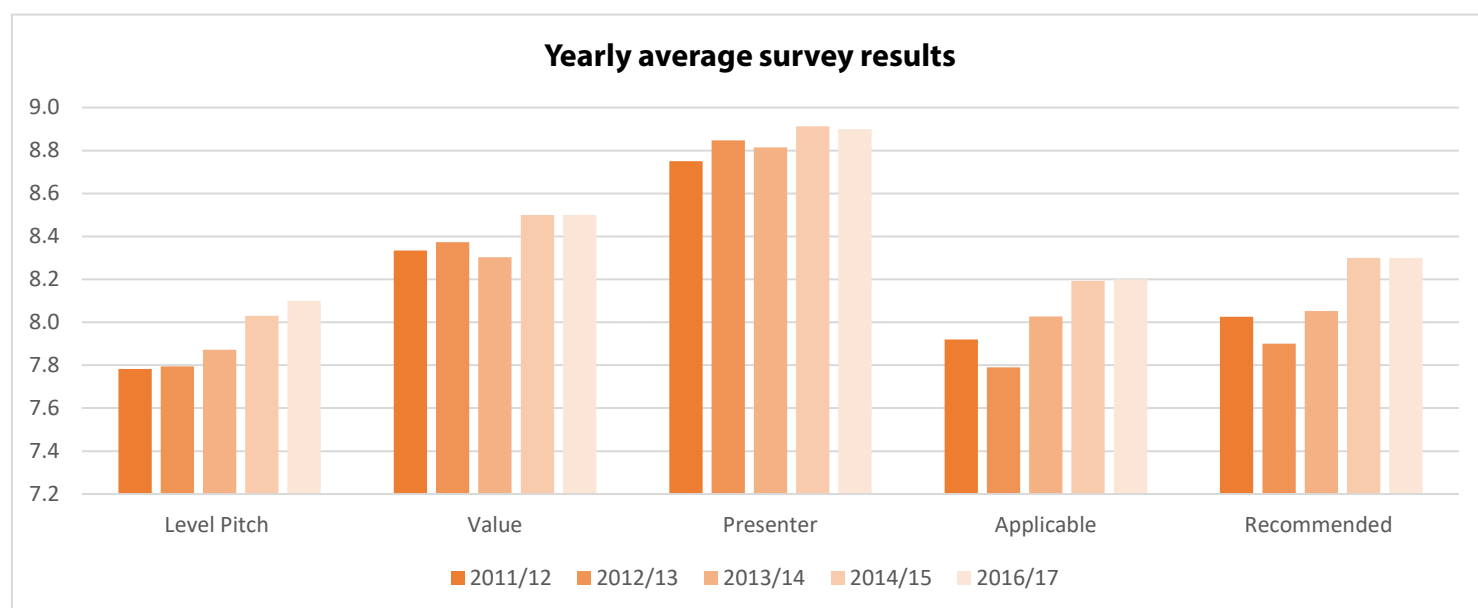
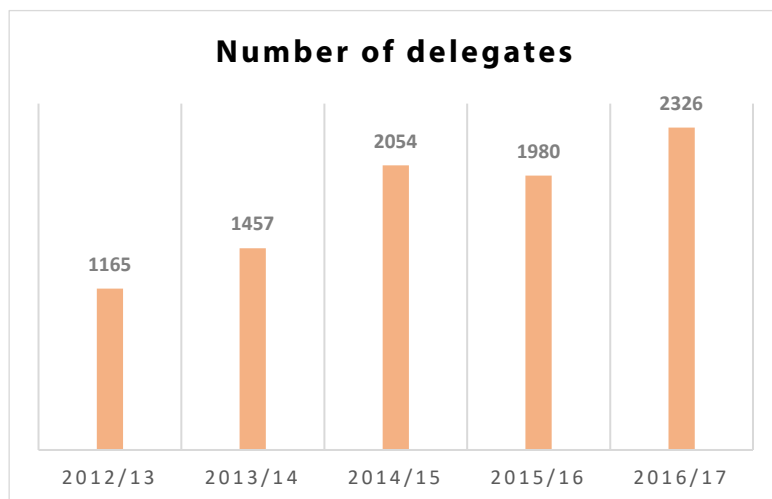
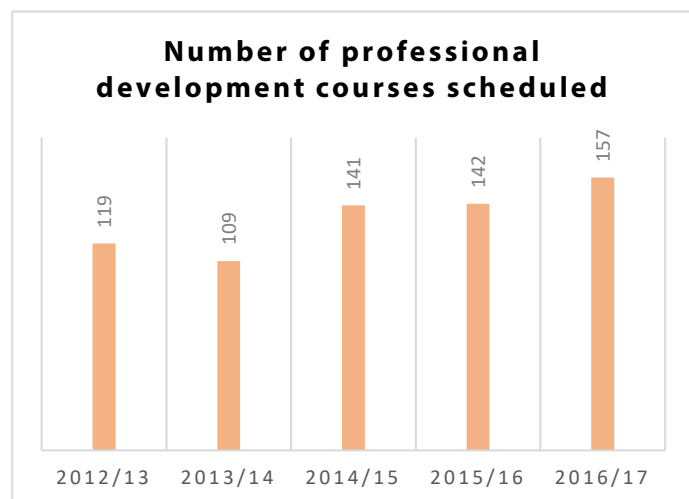
The 2016/17 Professional Development Program was designed by the PD Sub-Committee by analysing the best performing courses in regards to attendance, profitability and satisfaction.

All training courses are public sector specific and are aligned to the government's competency frameworks. Overall the program delivered: 157 courses, from our suite of 36 professional development courses to 2326 delegates.



## New Courses for 2016/17

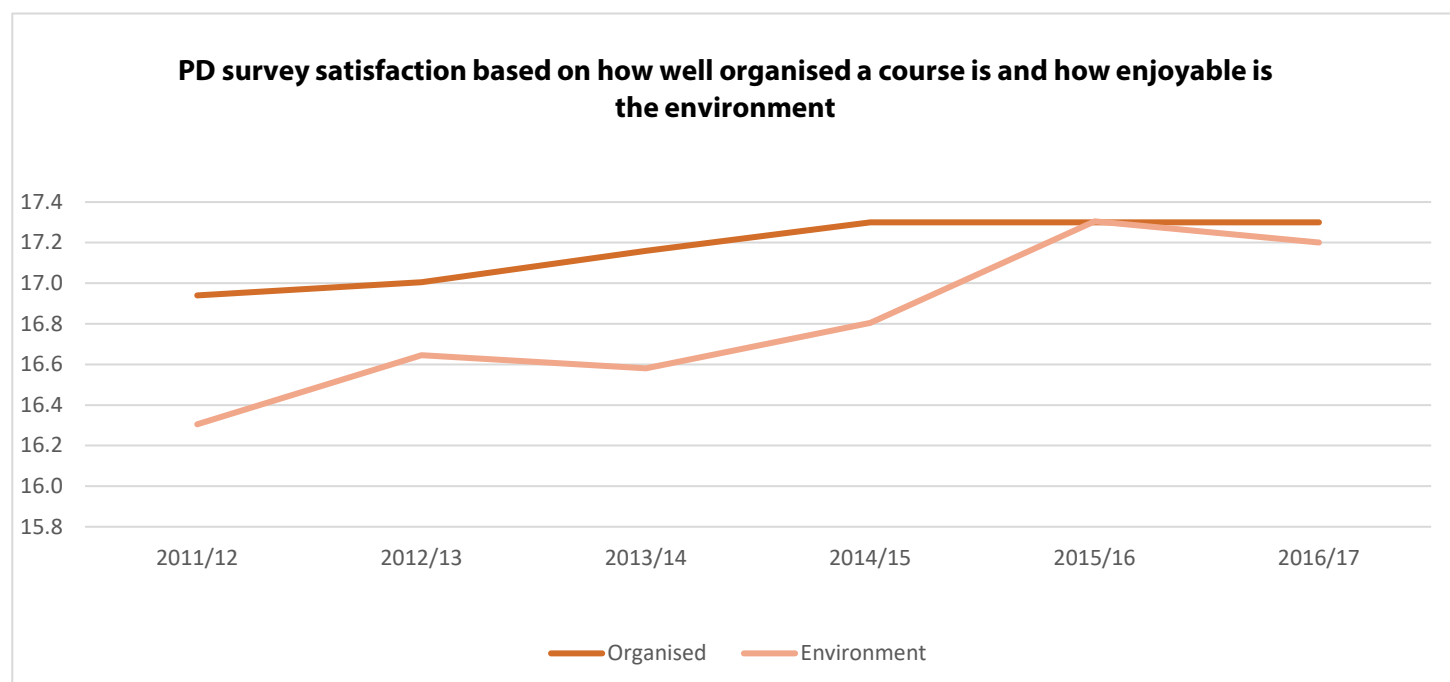
- Confidence... The key to Success.
- How to Write Effective Meeting Minutes.
- Legal 101: Understanding Legislation.
- Understanding the Public Sector.



	Level Pitch	Value	Presenter	Applicable	Recommended
2011/12	7.8	8.3	8.8	7.9	8.0
2012/13	7.8	8.4	8.8	7.8	7.9
2013/14	7.9	8.3	8.8	8.0	8.1
2014/15	8.0	8.5	8.9	8.2	8.3
2015/16	8.1	8.5	8.9	8.3	8.3
2016/17	8.1	8.5	8.9	8.2	8.3

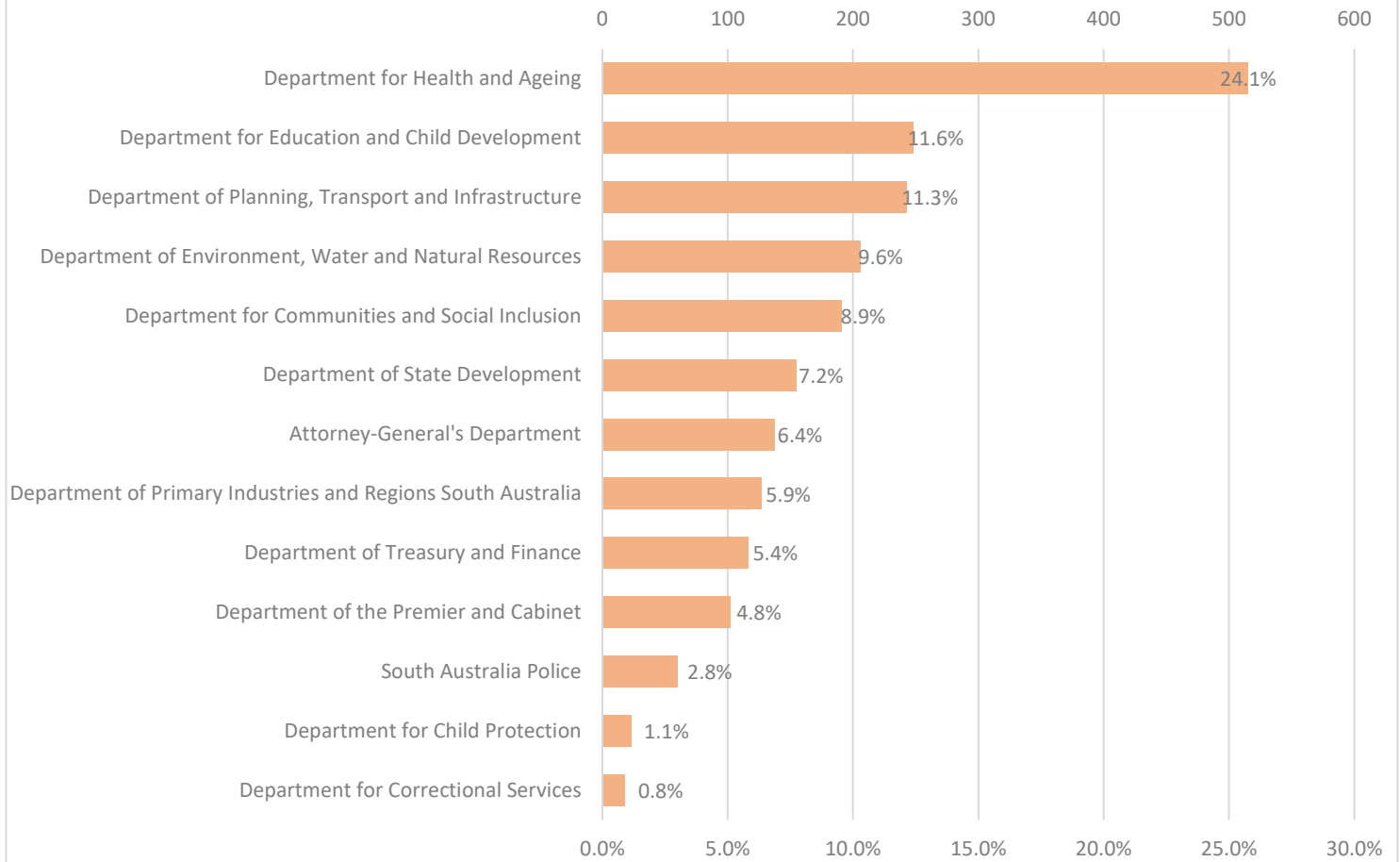
## Overall course satisfaction remains extremely high with the Professional Development.

- 81% of participants agreed that the PD course they attended was aimed at the right level of knowledge for their needs
- 85% of participants agreed that the PD course they attended was valuable
- Participants rated the overall satisfaction of IPAA's facilitators 89 out of 100
- 82% of participants agreed that they were able to apply what they had learned in the course to their work environment
- 83% of participants agreed they would recommend the course they attended to their colleagues



Sector	Number	Percentage
SA State Government SMC Agency	2141	90%
SA State Government Non-SMC Agency	204	9%
Non-for Profit	24	1.0%
Federal Government	9	0.4%
Private Sector	8	0.3%
University	3	0.1%
Local Government	2	0.1%

### PD Attendance by SMC State Government Agency



Thank you to our facilitators who have continued to support the Professional Development Program.

- Sue Averay
- Luke Broomhall
- Jacky Dakin
- Carolyn Dawkins
- Sharron Ferrier
- Jill Gael
- Rob Hall
- Cheryl Hill
- Thilan Legierse
- Haydon Manning
- Rob Manwaring
- Mike Nolan
- Dr. Seth Nicholls
- Mark Priadko
- Associate Professor Cassandra Star
- Dr Nigel Starck
- Maree Upton
- Carolyn Vigar
- Scott Way
- Samantha Young

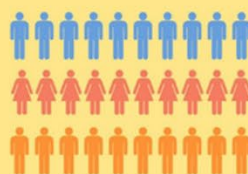




# IN AGENCY WORKSHOPS PROGRAM

DURING THE PERIOD 2016 – 2017

**1070** **DELEGATES**



**COURSES** **25**



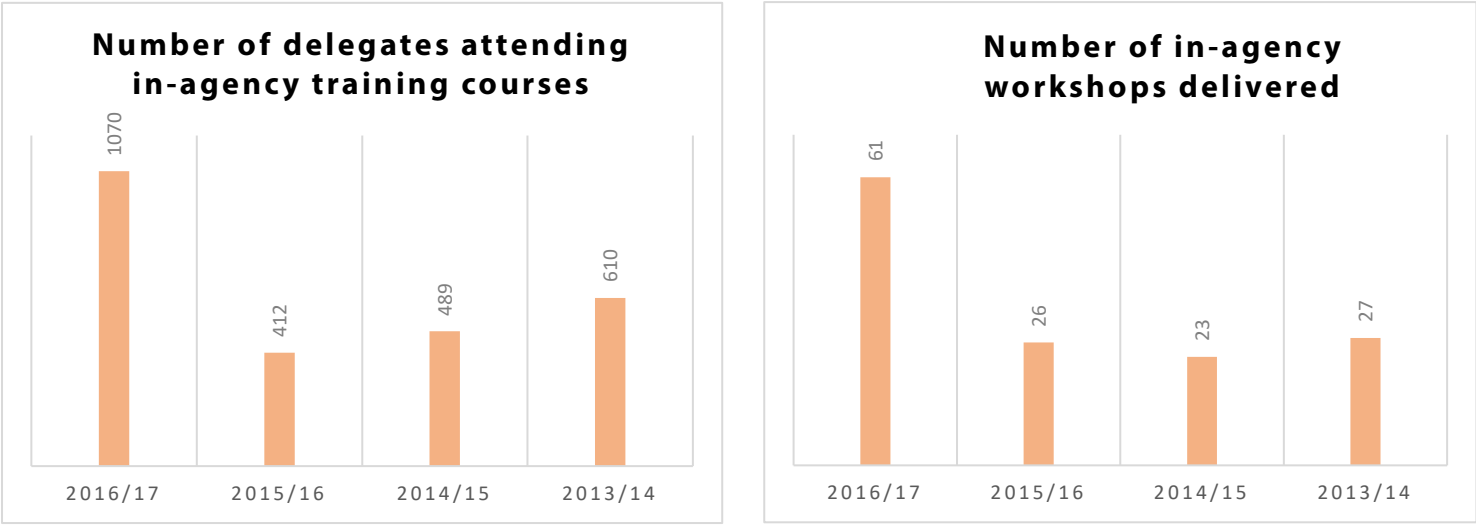
**61** **OCCASSIONS**



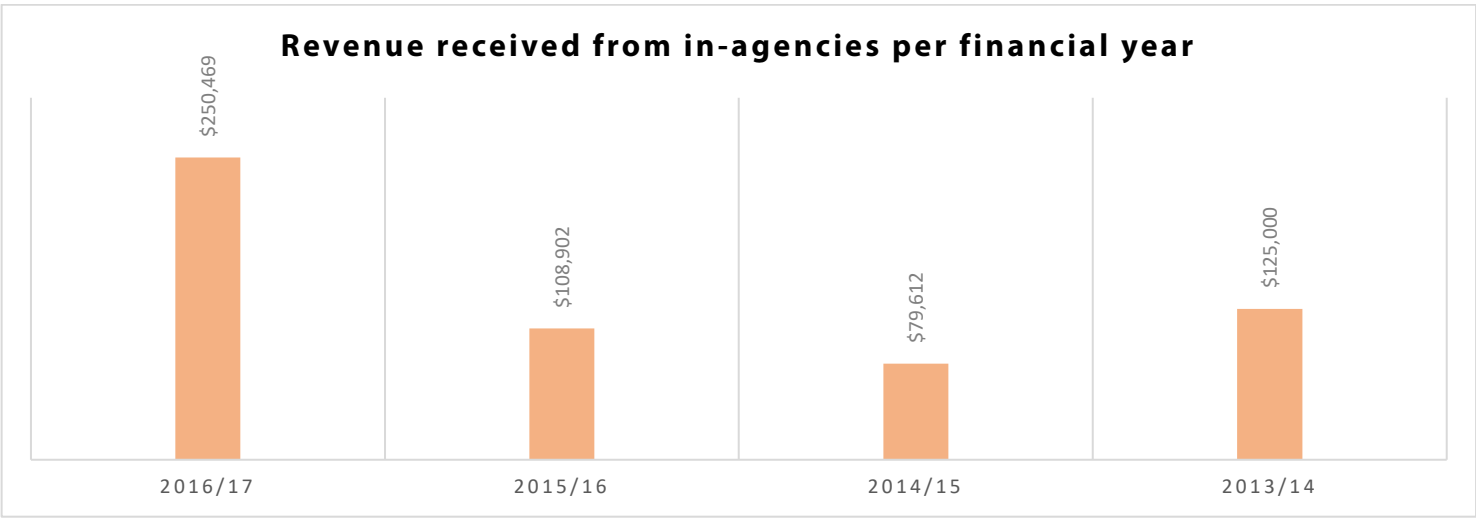
**AGENCIES/  
ORGANISATIONS** **20**



IPAA SA’s In-Agency training is a successful part of the Professional Development Program. In total 61 In-Agency workshops were delivered to 1070 participants during the financial period. This is over double the amount that was run last financial year of 26 in-agencies to 412 delegates.



This training was tailored and delivered for individual Departments. The In-Agency revenue for this year was up by from last year, as this year revenue achieved \$250,469 in comparison to last year’s revenue of \$108,902.



Some of the programs delivered in-agency include:

- Aspiring Women
- Challenging Conversations: Building Skills for Effective Communication
- Essentials for EA’s and PA’s
- In Brief: Writing Ministerials
- Leadership Skills for Managers
- Leadership Capabilities - Ethics & Collaboration
- Leading and Developing Effective Teams
- Managing Vicarious Trauma & Burnout
- Mechanics of Government
- New and Emerging Manager Development Series
- Managing Vicarious Trauma & Burnout
- Persuasive Communication
- Polish Your Punctuation and Grammar
- Positive Influencing Skills
- Preparing Internal Briefings
- Producing Persuasive Reports
- Project Design
- Project Management
- Pathway to SAES
- Responding to Turbulence
- Building a Constructive Culture
- Positive Influencing Skills in the PS
- Understanding Legislation
- Understanding the Public Sector
- Writing Skills for Effective Communication

A black and white photograph of a woman with short dark hair and glasses, smiling and speaking at a podium. She is wearing a light-colored blazer over a dark top and a pearl necklace. A microphone is visible in front of her. The background is dark and out of focus.

INSTITUTE OF  
PUBLIC ADMINISTRATION  
AUSTRALIA SA DIVISION

**EVENT, FORUM  
AND WORKSHOP  
PROGRAM.**

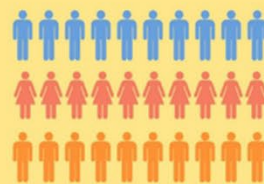


# EVENTS, FORUMS AND WORKSHOPS

**DURING THE PERIOD 2016 – 2017**

**5123**

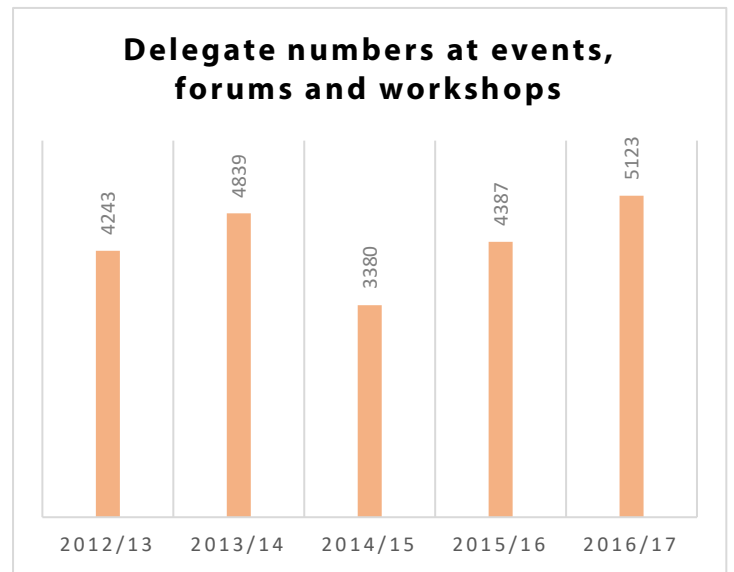
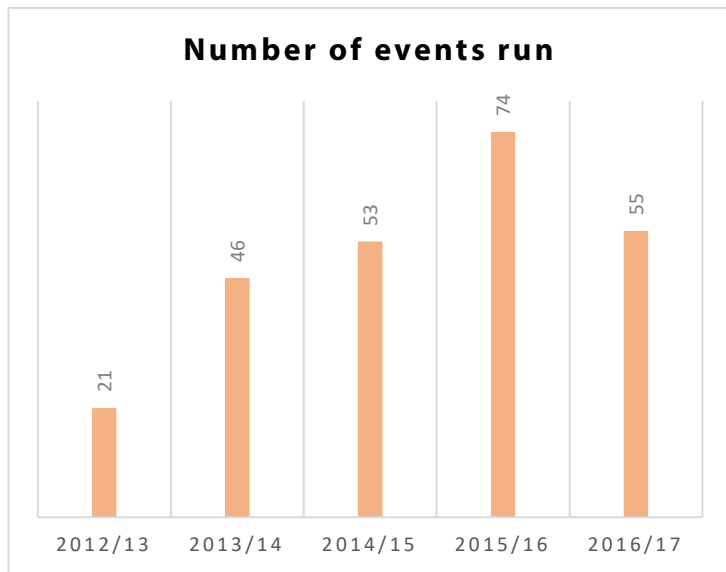
**DELEGATES**



**EVENTS,  
FORUMS AND  
WORKSHOPS**

**55**





During the July 2016 to June 2017 financial year IPAA SA delivered 55 events, forums and workshops attended by 5123 delegates. All the events, forums and workshops had a whole of government focus and aligned with the objectives of the State Government

## IPAA National Conference SA Division

**Date:** 20 + 21 October 2016

**Attendance:** 442 delegates

The conference featured challenging speeches from international and national leaders in government, media, business, social and community services, and academia. By hearing from these leaders, and examining case studies in detail, the conference will investigate how the public sector can re-shape its ethos and culture in a contemporary context and help to build social and economic innovation.

Speakers included:

- Premier Jay Weatherill
- Mayor Martin Haese
- Emily Jenke
- George Megalogenis
- John Paitiaridis
- Laura Tingle
- Professor Marcia Langton
- Rabia Siddique
- Dr Susan Carland
- Indy Johar
- David Spears
- Commissioner Erma Ranieri
- Neil Brown
- Tanya Smith
- Penny Armytage
- Lucy Turnbull
- Sarah Pearson
- John Daley
- Benjamin Law Smith
- James Kavanagh
- Rob Hanson
- Elizabeth Broderick
- Homer
- Kym Cheater
- Carolyn Curtis
- Nicholas Gruen
- Matt Ryan
- Chris Vanstone
- Sandy Pircher
- Dorte Ekelund
- Tim Richards
- Simon Schrapel
- Madeline Richardson
- Emma Lawson
- Dan Butler
- Rick Persse
- Adam Hannon
- Wayne Dixon
- Richard Leonard
- Deb O'Riley
- Melinda Hatton

- David Pecotić
- Suhit Anantula
- Langdon Blight
- Amanda Taylor
- Tim Boundy
- Paul Daly
- Tim O'Loughlin
- Professor Helen Sullivan
- Professor Janine O'Flynn
- Professor Gerry Redmond
- Lance Worrall
- Professor Susan Gordon
- Professor Mark Wiggins

## MATE Awareness Training: Preventing Violence in our Community

**Date:** 17 November 2016

**Attendance:** 51 delegates

Following the White Ribbon Promotional Event co-delivered with the Equal Opportunity Commission on the 4th November 2015, IPAA SA ran a new workshop for violence prevention. The workshop empowers bystanders to actively prevent and interrupt violence in communities.

Speaker:

- Shaan Ross

## Talking Performance

**Date:** 13 December 2016

**Attendance:** 423 delegates

Our Premier, **Jay Weatherill**, shared his vision for a high performing public sector and why he has a renewed focus on performance management and development.

Chief Executive, Department of the Premier and Cabinet, **Kym Winter Dewhirst** reported on how the public sector has performed over the last 12 months and how it will rise to meet our challenges over the next year.

Speakers included:

- Commissioner Erma Ranieri
- Hon. Jay Weatherill MP Premier
- Dr Eva Balan-Vnuk
- Kym Winter-Dewhirst
- Dr Eva Balan-Vnuk
- Vickie Kaminski
- David Reynolds

## A Joined-Up Policy Guide

**Date:** 07 March 2017

**Attendance:** 138 delegates

Government policymakers were invited to attend this event to hear about the key success factors in joining up government and the evidence for working in this way.

Speakers included:

- Commissioner Erma Ranieri
- Dr Gemma Carey
- Carmel Williams
- Dylan Jones
- Dr Gemma Carey
- Emily Jenke

## Jobs4Youth SA

**Check ins:** 19 + 20 September + 26 June 2016

**Sessions:** 21 November 2016 + 04 April + 05 June 2017

**Attendance:** 51 delegates

In collaboration with the Office for Public Sector, IPAA SA designed a series of training for the supervisors in the Jobs4Youth SA Program.

## On the Couch CE Series.

**Date:** 4 Sessions

**Attendance:** 4 registrations

IPAA's '*On the Couch*' Chief Executive Series are informal interview sessions where a high achieving, inspirational individual is informally interviewed by a peer about their public sector 'journey', their experiences and why they have chosen their career and current role. Since its inception, the IPAA SA '*On the Couch*' series has hosted a significant number of former and current public sector leaders.

2015/2016 saw the following Chief Executives interviewed:

- **David Reynolds**, Under Treasurer, Chief Executive, Department of Treasury and Finance
- **Greg Nettleton**, Chief Executive Officer, SA Country Fire Service
- **Hon. Bruce Lander**, Judicial Conduct Commissioner and ICAC, the Hon. Bruce Lander QC
- **Cathy Taylor**, Chief Executive, Department for Child Protection

## The Second Innings with the Hon. Julia Gillard – Gender Equality in Leadership Summit

**Date:** 10 March 2017

**Attendance:** 854 delegates

One year on from the inspiring A Level Playing Field – Gender Equality in Leadership Summit, the Office for the Public Sector, in partnership with Senior Management Council and the Institute of Public Administration SA were excited to bring you The Second Innings...

The audience was inspired by keynote speaker, the Hon. Julia Gillard former Prime Minister, and motivated by the progress that the public sector has made in gender equality in leadership in the last 12 months.

Speakers included:

- Amanda Blair
- Hon. Julia Gillard
- Hon Kyam Maher MLC
- Commissioner Erma Ranieri
- Dr Margaret Byrne
- David Reynolds
- Scott Ashby
- Gary Edwards

## Service SA Executive Luncheon

**Date:** 05 April 2017

**Attendance:** 108 delegates

The Service SA Executive Luncheon was an invite only event as part of the SA GOV: Service solutions centred on customers was a one-day which showcased Service SA's growing stable of high-quality digital business solutions. The event was targeted to SA Executive Services members and other State government leaders, as well as information, technology, communications and customer relations officers.

Speakers included:

- Commissioner Erma Ranieri
- Georgina Williams
- Damon Rees
- Nick Ingelbrecht
- Maria-ann Camilleri
- Andy Berry
- Sinead O'Brien
- Wayne Hunter
- Damon Rees
- Nick Ingelbrecht
- Sue-Anne Charlton

- Freddie Brincat OAM
- Ante Jurcin
- Dini Soulio

## ICAC Awareness Session for Public Officers.

**Sessions:** 7 sessions between July 2016-June 2017

**Attendance:** 624 delegates

This information and awareness seminars are conducted by the **Commissioner, the Hon Bruce Lander QC.**

The Commissioner addresses ICAC's role and function, in addition to explaining what public officers are to report, how they are to report, when they are to report, and other rights and obligations imposed on South Australian public officers and public authorities under the ICAC Act.

Speaker:

- Commissioner, the Hon Bruce Lander QC.

## Annual Economic Outlook Breakfast.

**Date:** 21 July 2017

**Attendance:** 241 delegates

IPAA SA in conjunction with the Australian Institute of Company Directors presented the 2016 Annual Economic Outlook Breakfast with the Hon Tom Koutsantonis MP, Treasurer of South Australia. The Hon Tom Koutsantonis delivered an in-depth discussion on the budget and its implications for South Australia's future. Kim Cheater, Markets Managing Partner, PwC, lead the Treasurer and two SA business leaders; Dr Roger Sexton AM FAICD, Executive Chairman Beston Pacific Asset Management P/L, President of the SA/NT Division AICD and Andy Keough, Chief Executive Officer, Defence SA on the rationale, implications and outcomes of the State Budget. This was followed by a Q&A session that will provide the audience with the opportunity to ask questions. The MC for the event was Commissioner Erma Ranieri FAICD, Commissioner for Public Sector Employment.

- Speakers Included:
- The Hon Tom Koutsantonis
- Commissioner Erma Ranieri
- Kim Cheater
- Lee May
- Rob DiMonte
- Andy Keough
- Dr Roger Sexton

Annual Don Dunstan Oration.

**Date:** 21 July 2016

**Attendance:** 241 delegates

Presented by the Institute of Public Administration and Wallman's Lawyers as part of the festival of Ideas, the conversation was lead by Barry Jones on Australia is in a political abyss. How do we climb out of it? Do we need a 'Courage Party' to address major long term issues, such as refugees, climate change and taxation?

Speaker:

- Barry Jones

## Intrapreneurship Laboratory #3.

**Date:** 26 October 2016

**Attendance:** 30 delegates

As a part of Open State, ten days of collaboration innovation and enterprise, the Intrapreneurship Community of Practice was proud to bring the third Intrapreneurship Laboratory # 3 with Mark Beam.

The Intrapreneurship Laboratory was an interactive and practical look at Social Innovation practices. Mark discussed his learnings and outlined some principles for successful social investment, community empowerment and sustaining social change. Mark also discussed the opportunities that technology and media enable.

Speakers:

- Mark Beam

## Lunch with Luke.

### Sessions:

- Understanding the Corporate Psychopath on 9 December 2016
- Common Hiring Mistakes on 26 May 2017

**Attendance:** 103 delegates

These sessions were run by Luke Broomhall, Forensic Psychologist as he discussed topical psychological issues over a bite to eat.

Luke has provided expert evidence and offender profiling in some of the most disturbing cases in South Australia. He now uses his expertise to assist both Courts and Organisations to understand and manage aberrant personality characteristics. His opinion is regularly sought in legal circles when examining the impact of personality and mental health problems in criminal behaviour. In his first seminar, he looks closely at Understanding the Corporate Psychopath.

Speaker:

- Luke Broomhall

## Don Dunstan Foundation's Showcase Event.

**Date:** 02 May 2016

**Attendance:** 133 delegates

The Institute of Public Administration Australia and The Don Dunstan Foundation collaborated in hosting the Capital Residencies Showcase event. The event was an opportunity to hear about successful initiatives and to meet others working in the social economy.

Allyson Hewitt, Don Dunstan Foundation's Thinker in Residence, presented as a keynote in her first public appearance of the Social Capital Residencies.

Following an economic briefing, there was a series of rapid fire presentations from local initiatives, start-ups, established business' and others all working on creating jobs in the social economy.

Speakers Included:

- David Pearson
- Allyson Hewitt
- Matthew Winefield

## Management Skills for the New Millennium.

**Sessions:** 6 workshops on 18 occasions

**Attendance:** 351 registrations

This series is designed to equip managers with the requisite survival skills for the 21st Century. The future workplace will increasingly focus on the performance of people as a core organisational asset. This will demand skills in the realm of psychology and cognitive science which include:

Topics included:

- Authentic Leadership Skills for Managers
- Managing Wellbeing
- Managing Different Personalities
- Managing Ethically
- Leadership Communication Skills
- Positive Psychology for Managers (PERMA+)





# PARTNERSHIPS.



**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.



## PwC

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.



**WALLMANS  
LAWYERS**

## Wallmans Lawyers

Wallmans Lawyers is an Adelaide based multi-disciplinary legal practice with a solid reputation for providing high quality, practical and timely advice and support to its public and private sector clients. Combining a deep understanding of public sector accountability with commercial insight, Wallmans Lawyers is ideally placed as a legal advisor to government.



## Flinders University

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

# MEMBERSHIP.

## State Government Membership

Over 80,000 State Government Employees in South Australia benefit from the partnership arrangement that the Institute of Public Administration (IPAA) has with the Senior Management Council (SMC) of the State Government. This is known as our State Government membership which entitles free entry to most of IPAA's exclusive Public Sector Events and Forums plus preferential rates on all courses/workshops within our Professional Development Program.

IPAA SA acknowledges and thanks the support of its State Government Members from the following departments under the SMC Agreement:

- Attorney-General's Department
- Auditor-General's Department
- Department for Correctional Services
- Courts Administration Authority
- Country Fire Service
- Defence SA
- Department for Communities and Social Inclusion
- Department for Education and Child Development
- Department for Health and Ageing
- Department of Environment, Water and Natural Resources
- Department of Planning, Transport and Infrastructure
- Department of Primary Industries and Regions South Australia
- Department of State Development
- Department of the Premier and Cabinet
- Department of Treasury and Finance
- Electoral Commission of South Australia
- Environment Protection Authority
- Legal Services Commission
- Motor Accident Commission
- Parliament of South Australia
- SAFECOM
- South Australia Police
- South Australian Metropolitan Fire Service
- State Emergency Service

## Corporate Membership

Our Corporate Members demonstrate their commitment to IPAA by supporting the services we provide such as unique opportunities to gain access to 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:

- Anglicare SA
- BDO
- Carnegie Mellon University
- City of Charles Sturt
- Community Housing Council
- Department of Employment
- Education Standards Board
- Hays Specialist Board
- KPMG
- Locher & Associates
- National Disability Insurance Agency
- ReturnToWorkSA
- Right Management
- Super SA
- SA Country Fire Service
- SA Water
- Stillwell Management Consultants
- Teachers Registration Board

## Professional Membership

Being a Professional Member demonstrates your commitment to your career in the public sector and the work of your professional association. Members remain up to date with the sector by attending member only events, receive up to date and engaging publications and online career enhancing tools.

Members can be nominated as an IPAA National Fellow. They are distinguished members who have been honoured by the Institute for their major contribution to the public sector.

Members have the right to use the post nominal MIPAA (Member of the Institute of Public Administration Australia), are invited to member only events, stand and vote in our elections, and more generally, become involved in the work and governance of their professional association.

IPAA offers three levels of membership:

### **Professional Membership**

**Graduate Professional Membership** (available for the first 2 years of a public sector career)

**YIPAA - Young Professional Membership** (available for people 35 years and under)

During the 2016/2017 financial year IPAA SA held 96 Professional Members. The majority of members (96%) are Professional Members, while 3% are Graduate Members and 1% are YIPAA members.

## Professional Membership offers these benefits:

- Complimentary registration and preferential/VIP seating at IPAA events and forums;
- 50% cost reduction on the *Annual Economic Outlook Breakfast*;
- IPAA National Conference registration at reduced rate;
- Training voucher to the value of membership. The voucher can be used to offset part of the cost of most IPAA SA programs (conditions apply);
- Complimentary use of IPAA function and meeting room (*room only, conditions apply*);
- Complimentary use of office space (*an office and computer only, conditions apply*);
- Invitation to exclusive networking events during the year;
- Membership certificate;
- Annual subscription to IPAA's quarterly journal - *Australian Journal of Public Administration*;
- Access to IPAA's library of journal back issues;
- Access to the *Australian Journal of Public Administration* online and The National IPAA Knowledge Centre;
- Regular electronic updates;
- Voting rights;
- Member only payment options, and
- Member card linked to special offers and networking forums during the year.

## SA's National Fellow For 2016

To be made a National Fellow is the highest accolade for IPAA members. This prestigious award recognises the recipient's outstanding contribution to the practice and study of public administration. It is with great pleasure that the IPAA SA Division awarded **Mr Paul Sutton** and **Mr Tim Mares** as the 2016 recipient of the National Fellow Award for South Australia.

### Mr Paul Sutton

This award is recognition of Mr Sutton's enduring commitment to excellent public administration. This award is in recognition of Mr Sutton's enduring commitment to excellent public administration.

Paul has always challenged the norms of the public sector and taken considered risks and rethinks the way organisations do things. Paul has an excellent understanding of "Public Good"; it is his core of purpose and he never loses sight of who he is and why he is there.

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### Mr Tim Mares

As a continuing professional member for 21 years, Mr Mares has endeavored to promote and extend the professional attributes of public servants through a range of activities. He has been instrumental in infrastructure and industry development projects. He is a keen and trusted developer of relationships with people in industry and academia.

Mr Mares focuses on productivity, engagement and innovation, underpinned by robust financial management and performance measurement.

Those who have worked closely with him know he is the first person in the room to arrange for water, to make sure that colleagues are comfortable, that everyone has a chance to contribute and be heard.

Mr Mares demonstrates an intense curiosity, keeping abreast of world trends in new research and the application of new techniques. This curiosity extends to practice, where he is always known to walk the talk

**Treasurers Report**

A black and white photograph of a middle-aged man with glasses, wearing a dark suit, light shirt, and patterned tie. He is standing at a podium, gesturing with his right hand while speaking. The background is blurred, showing what appears to be a large hall or auditorium.

INSTITUTE OF  
PUBLIC ADMINISTRATION  
AUSTRALIA SA DIVISION

**FINANCIAL  
STATEMENTS.**  
FOR THE YEAR ENDED  
30 JUNE 2017



3 October 2017

Ms Renae Haese  
Executive Officer  
Institute of Public Administration Australia (SA)  
Level 6, 12 Pirie Street  
ADELAIDE SA 5000

Dear Ms Haese

**Institute of Public Administration Australia (SA) 2016 - 17 audit**

The audit of the Institute of Public Administration Australia (SA) has recently been completed. The scope of the audit covered the Institute's major accounting functions and included the test verification of financial transactions processed and recorded during the year. The results of the audit were satisfactory.

The financial statements of the Institute for the year ended 30 June 2017 are returned herewith together with my Independent Auditor's Report which is unmodified.

Yours faithfully

A handwritten signature in black ink, appearing to read 'W Haydon', written in a cursive style.

**W Haydon CPA**

## **INDEPENDENT AUDITOR'S REPORT**

### **To the Institute Members**

#### **Institute of Public Administration Australia, South Australian Division Inc.**

As required by rule 5.4(c) of the Constitution of the Institute of Public Administration Australia, South Australian Division Inc., I have audited the financial report of the Institute of Public Administration Australia, South Australian Division Inc. for the financial year ended 30 June 2017.

### **Opinion**

In my opinion, the accompanying financial report of the Institute of Public Administration Australia, South Australian Division Inc. as at 30 June 2017, is prepared, in all material respects, in accordance with the financial reporting requirements of the accounting policies described in Note 2 to the financial report, and the Associations Incorporation Act 1985 (SA).

The financial report comprises:

- A Statement of Comprehensive Income for the year ended 30 June 2017
- A Statement of Financial Position as at 30 June 2017
- Notes, comprising a summary of significant accounting policies and other explanatory information
- A Certificate by the President and the Executive Director.

### **Basis for opinion**

I conducted the audit in accordance with the Australian Auditing Standards. My responsibilities under those standards are further described in the 'Auditor's responsibilities for the audit of the financial report' section of my report. I am independent of the Institute of Public Administration Australia, South Australian Division Inc. In conducting the audit, the relevant ethical requirements of APES 110 Code of Ethics for Professional Accountants have been met.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my opinion.

### **Basis of accounting and restriction on distribution and use**

I draw attention to Note 2 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the Institute of Public Administration Australia, South Australian Division Inc. in complying with the financial reporting requirements of the Associations Incorporation Act 1985 (SA). As a result, the financial report may not be suitable for another purpose. My report is intended solely for the members of the Institute of Public Administration Australia, South Australian Division Inc. and should not be distributed to or used by any other parties. My opinion is not modified in respect of this matter.

INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA - SA DIVISION

Statement of Comprehensive Income for the year ended 30 June 2017

			1/7/16 to 30/06/17	1/7/15 to 30/06/16
		Note	\$	\$
<b>INCOME:</b>				
Partnerships		5	39,272	44,184
Professional Development and General Events & Forums		6	1,791,509	1,046,194
Membership		7	279,885	282,314
Other Income		8	5,867	8,986
<b>Total Income</b>			<u>2,116,533</u>	<u>1,381,678</u>
<b>EXPENSES:</b>				
Employee benefits			517,325	447,036
Supplies and services		9	261,103	207,819
Seminars and other functions		10	1,185,468	636,878
Depreciation and Amortisation		11	2,250	-
<b>Total Expenses</b>			<u>1,966,146</u>	<u>1,291,733</u>
<b>TOTAL COMPREHENSIVE RESULT</b>			<u>150,387</u>	<u>89,945</u>

Statement of Financial Position as at 30 June 2017

			30 June 2017	30 June 2016
			\$	\$
<b>CURRENT ASSETS:</b>				
Cash			1,088,344	986,176
Receivables		17	77,242	50,189
Prepayments & Stock			20,116	30,801
<b>Total Current Assets</b>			<u>1,185,702</u>	<u>1,067,166</u>
<b>NON-CURRENT ASSETS:</b>				
Plant and equipment		11	6,750	-
<b>Total Non-Current Assets</b>			<u>6,750</u>	<u>-</u>
<b>Total Assets</b>			<u>1,192,452</u>	<u>1,067,166</u>
<b>CURRENT LIABILITIES:</b>				
Payables		12	249,938	105,310
Revenue Received In Advance			273,375	457,581
Employee Benefits		13	21,685	21,758
<b>Total Current Liabilities</b>			<u>544,998</u>	<u>584,649</u>
<b>NON-CURRENT LIABILITIES:</b>				
Employee Benefits		13	37,243	22,693
<b>Total Non-Current Liabilities</b>			<u>37,243</u>	<u>22,693</u>
<b>Total Liabilities</b>			<u>582,241</u>	<u>607,342</u>
<b>NET ASSETS</b>			<u>610,211</u>	<u>459,824</u>
<b>EQUITY:</b>				
Retained Earnings		14	610,211	459,824
<b>TOTAL EQUITY</b>			<u>610,211</u>	<u>459,824</u>
Unrecognised contractual commitments		15		
Contingent assets and liabilities		16		

#### **(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 (Work Cover 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 Changes in Accounting Policies**

The Australian Accounting Standards and Interpretations that have recently been issued or amended but are not effective, have not been adopted by the Institute for the reporting period ending 30 June 2017. As at the date of authorisation of the financial report, the expected impacts of new or amended Australian Accounting Standards issued but with future effective dates are set out below:

#### **AASB 16 Leases**

Date of standard application: 1 January 2019

Application date for agency: 1 July 2019

#### **Summary:**

The new standard introduces a single accounting model for lessees, eliminating the distinction between operating and finance leases.

The standard requires a lessee to recognise assets and liabilities for all leases with a term of more than 12 months, unless the underlying asset is of low value.

A lessee is required to recognise a right-of-use asset representing its rights to use the underlying leased asset, and a lease liability representing its obligations to make lease payments.

The right-of-use asset will be initially recognised at cost, consisting of the initial amount of the associated lease liability, plus any lease payments made to the lessor at or before the effective date, less any lease incentive received, the initial estimate of restoration costs and any initial direct costs incurred by the lessee. The right-of-use assets will give rise to depreciation expense.

The lease liability will be initially recognised at an amount equal to the present value of the lease payments during the lease term that are not yet paid. Current operating lease payments will no longer be expensed in the Statement of Comprehensive Income on a straight line basis. Rather, they will be apportioned between a reduction in the recognised lease liability and the implicit finance charge (the effective rate of interest) in the lease. The finance cost will be recognised as an expense.

AASB 16 allows a 'cumulative approach' rather than full retrospective application to recognise existing operating leases.

If a lessee chooses to apply the 'cumulative approach', it does not need to restate comparative information. Instead, the cumulative effect of applying the standard is recognised as an adjustment to the opening balance of accumulated surplus at the date of initial application.

#### **Impact on financial statements:**

As at 30 June 2017, the Institute has non-cancellable operating lease commitments of \$160,749. Refer Note 15.

These are currently recorded as commitments and are not captured in the Statement of Financial Position.

The initial assessment has indicated that as most operating leases will meet the definition of leases under AASB 16 and therefore come on balance sheet, recognition of right-of-use lease assets and lease liabilities will have a significant impact on the Statement of Financial Position and an increase in net debt.

Further, it is anticipated that there will be a marginal impact on net result due to recognition of depreciation and interest on lease liabilities as expenses.

The Institute has not yet quantified the impact on the Statement of Comprehensive Income or the Statement of Financial Position of applying AASB 16 to its current operating leases. The quantitative effect will depend on the transition method adopted, discount rates applied, the extent to which we use practical expedients and recognition exemptions and any additional leases entered into.



**4 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.

**5 Partnerships**

	1/7/16 to 30/06/17	1/7/15 to 30/06/16
	\$	\$
Platinum/Gold Partnerships	39,272	44,184
	<u>39,272</u>	<u>44,184</u>

**6 Professional Development and General Events & Forums**

Professional Development	831,961	811,818
IPAA & AICD Training	135,057	-
ICAC Workshops	5,400	6,300
Professional Development in Agencies	250,469	108,902
General Events & Forums	123,086	119,174
National Conference	445,536	-
	<u>1,791,509</u>	<u>1,046,194</u>

**7 Membership**

Corporate Membership	268,802	267,775
Individual Membership	11,083	14,539
	<u>279,885</u>	<u>282,314</u>

<b>8</b>	<b>Other Income</b>	1/7/16 to 30/06/17	1/7/15 to 30/06/16
		\$	\$

<b>12</b>	<b>Payables</b>	30/06/17	30/06/16
		\$	\$
	Creditors	218,425	84,354
	GST Liability	18,192	11,440
	PAYG Liability	9,567	6,356
	Employment On-costs - Superannuation	3,754	3,043
	Employment On-costs - Work Cover	-	117
		<u>249,938</u>	<u>105,310</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.

<b>13</b>	<b>Employee Benefits</b>	30/06/17	30/06/16
		\$	\$
	<b>Current</b>		
	Annual Leave	21,685	16,659
	Salaries Payable	-	5,099
		<u>21,685</u>	<u>21,758</u>
	<b>Non-Current</b>		
	Long Service Leave	37,243	22,693
		<u>37,243</u>	<u>22,693</u>

<b>14</b>	<b>Retained Earnings</b>	30/06/17	30/06/16
		\$	\$
	Balance at start of period	459,824	369,879
	Net Result (as per Statement of Comprehensive Income)	150,387	89,945
	<b>Balance at end of period</b>	<u>610,211</u>	<u>459,824</u>

#### 15 Unrecognised contractual commitments

##### Operating Lease Commitments

Commitments in relation to the operating lease contracted for at the reporting date but not recognised as liabilities are payable:

	30/06/17	30/06/16
	\$	\$
Within one year	84,466	45,438
Later than one year but not longer than five years	76,283	25,439
Later than five years	-	469
<b>Total Operating Lease Commitments</b>	<u>160,749</u>	<u>71,346</u>

Operating lease commitments are for office accommodation, photocopier, telephone system and VPN services.

##### Other Commitments

There are no other commitments

#### 16 Contingent Assets and Liabilities

There are no known contingent assets and liabilities as at 30 June 2017.

#### 17 Receivables

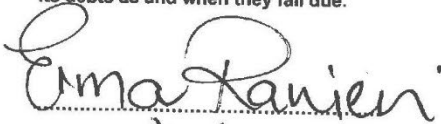
##### Interest Rate and Credit Risk

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.

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 2016 to 30 June 2017 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)

crabapple  
crabapple  
crabapple

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Australia, SA Division Inc**

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