

INSTITUTE OF
PUBLIC ADMINISTRATION
AUSTRALIA


IPAA
SOUTH AUSTRALIA



IPAA SA
ANNUAL REPORT
2022-2023







We acknowledge Aboriginal and Torres Strait Islander peoples as the Traditional Owners of this country throughout Australia and their connection to land and community. We pay our respects to them and their cultures and to Elders, both past and present.

Ngadlu tampintheta Yaitya Miyurnarlu Yaitya Yarta-Mathanyarna yainty yartaku Australia-arra, parnaku yarta kuma pirku tarraitpayintheta. Ngadlu tampintheta parnaku tapa purruna, parnkaku purkarna pukinangku kuma yalaka



ACKNOWLEDGEMENTS

IPAA SA wishes to acknowledge the Divisional Council Members, Facilitators, Speakers, Personal Members, South Australian Senior Leadership Committee 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 supplier or sponsor, please contact us.

Design by Kathryn Oosthuizen, IPAA SA

REPORTING PERIOD

The 2022-2023 Annual Report has been produced to provide members with an outline of our performance and activities during this period. This report covers the period from 1 July 2022 - 30 June 2023.

CONTENTS

About Us	5
President's Report	8
Executive Director's Report	9
Governance	10
Meet the Team	12
Year at a Glance	14
Personal Membership	16
Corporate Members and Partners	17
State Government Membership	18
Professional Development Program	20
In-Agency Program	26
Events Program	28
Strategic Communications	36
National Fellowship Award	38
Treasurer's Report	39
Financial Statements	40

ABOUT US

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 not-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 longstanding 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.



Leading Together

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



Big Picture Thinking

We have a strategic approach across systems and networks.



Exceptional Contributors

We are a principled community of effective and passionate people.



Looking Forward

We provide new ideas and positive perspectives.



Positive Relationships

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



Legacy of Distinction

We are building on a tradition of rigour and reliability.

PRESIDENT'S REPORT

I am delighted to present a comprehensive annual report highlighting the successes and achievements of the past year. It has been a remarkable journey, and I am proud to share the positive impact the IPAA SA Divisional Council, staff, Partners, guest speakers and members have made together.

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

One of the key indicators of our success is the financial stability and growth we have experienced over the past year. Through strategic planning and prudent financial management, we have not only maintained a strong financial position but also achieved a yearly net surplus exceeding \$150,000.

This year saw us deliver 30 events both in person and online to ensure that we could have the greatest reach to our members. To support our members, we focused on providing thought leadership around supporting the mental health of public sector employees through our Post-COVID Mental Health Recovery Webinar Series and Mental Health First Aid Training.

This year, we also delivered the Inaugural Aboriginal Public Sector Staff Forum in conjunction with the Aboriginal Affairs Executive Committee. We look forward to delivering further Aboriginal Public Sector Staff Forums in order to build a strong community of Aboriginal and Torres Strait Islander public sector employees.

Professional development in the public sector is paramount as it plays a crucial role in ensuring effective governance, developing confidence, and enhancing overall service delivery. This year saw us deliver a record number of professional development courses – 238 courses delivered to over 2,800 delegates. Our Professional Development program aids public sector employees in staying up-to-date on the latest technologies, best practices, and innovative solutions. This knowledge enables them to work more efficiently, make informed decisions, and contribute to increased productivity within their respective roles. This year saw us develop five new courses in areas such as Program Evaluation, Coaching, Virtual Presentations and Employee Engagement.



As a result of IPAA SA's outstanding results in 2022/2023 and the preceding years, Council has been in an enviable position of looking at the future strategic direction of IPAA SA with a mindset to grow our offerings and deliver more for our members. None of our achievements would be possible without the dedication and hard work of our Divisional Council, exceptional team, and dedicated members. I am proud to lead a team that is not only skilled but also passionate about our mission. Together, we have overcome challenges and celebrated victories, and I am confident that the coming year holds even greater promise.

I would like to take this opportunity to thank 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 the IPAA SA team for their dedication to supporting the sector.

Erma Ranieri PSM FIPAA
IPAA SA President

EXECUTIVE DIRECTOR'S REPORT

I am pleased to submit the Annual Report for the 2022 – 2023 financial year for the Institute of Public Administration Australia South Australian Division (IPAA SA) to our members and stakeholders.

IPAA SA's workload is directly related to that of the public sector. As most readers will know, the sector has worked exceptionally hard over the last few years to achieve incredible positive outcomes for the SA community. As such, the year has been a very busy time for IPAA SA.

The Institute plays a vital role in providing timely, relevant, and exceptional professional development opportunities to the sector. IPAA SA's offerings include public Professional Development programs and In-agency Professional Development programs. Public training courses are open to anyone in the community. In contrast, our In-Agency training programs are tailor-made to the requirements of an individual organisation and are delivered directly to the organisations' teams. Adding to our offering, this year, IPAA SA developed a new delivery model – Professional Development Management. This service allows us to offer our expert management skills to administer training programs designed by the South Australian Leadership Academy (SALA). In addition, IPAA SA is investing heavily in developing

new training courses around current trends and needs, knowing that we are in a unique position to provide development opportunities as our programs are focused specifically on the sector's needs.

Our commitment to operational excellence has resulted in significant results. We have streamlined processes, enhanced efficiency, and implemented innovative solutions that have positively impacted our day-to-day operations. As a result, we have been able to deliver high-quality services/products and meet our objectives effectively.

Building strong connections with our members has always been a priority for IPAA SA. This year, we have strengthened our ties with our members by developing our Personal Member offerings, including the Coffee Roulette program and Personal Member headshot sessions. Our engagement efforts have not only increased our visibility but also deepened our relationship with the people we serve.



To our members, I would like to express that your active participation, engagement, and support are the heartbeat of our association. Your feedback, suggestions, and involvement shape our initiatives and fuel our continuous improvement. Your dedication to our state is the reason we strive to do better every day. Together, we have built a vibrant and supportive community that thrives on collaboration and mutual respect. I look forward to new opportunities that the next year will bring. With our combined efforts, I am confident that we will continue to achieve greatness and make a positive impact.

To the IPAA SA President, Erma Ranieri, your support for me, the team and the Institute over the last 12 months has been invaluable. I would also like to thank the entire Divisional Council for their ongoing commitment, dedication and support over the past year. It is an absolute pleasure and a privilege to work with a Council dedicated to improving public administration and whose experience and insights have resulted in IPAA SA's fantastic end-of-year result.

Finally, to the IPAA SA team, your professionalism, innovation, and tireless efforts have been the driving force behind our success. Whether faced with complex projects, tight deadlines, or unexpected challenges, you have consistently risen to the occasion. Your passion and commitment to our mission are the cornerstones of our achievements. Thank you for your diligence, creativity, and the positive energy you bring to our workplace every day.

Renae Haese
Executive Director

GOVERNANCE

AS AT 30 JUNE

The SA Division of the Institute is managed by a Divisional Council, consisting of up to seven elected and two nominated members. There is also an Executive Governance Committee who monitors IPAA SA's financial performance and legal obligations. The Executive of the Divisional Council is made up of the President, Vice-President, a Treasurer and a Company Secretary. Councillors are elected at the Annual General Meeting for a two-year term and serve until the second Annual General Meeting after their election, where they are eligible to nominate to seek re-election or retire.



EXECUTIVE COMMITTEE

**ERMA RANIERI PSM
FIPAA
PRESIDENT**

Commissioner for Public Sector Employment, Office of the Commissioner for Public Sector Employment

EXECUTIVE COMMITTEE

**DAVID REYNOLDS PSM
FIPAA**

VICE PRESIDENT

Chief Executive,
Department for Trade and Investment



EXECUTIVE COMMITTEE

**MARK THOMSON
TREASURER**

Partner, Scyne Advisory



EXECUTIVE COMMITTEE

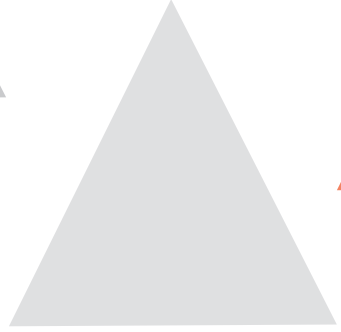
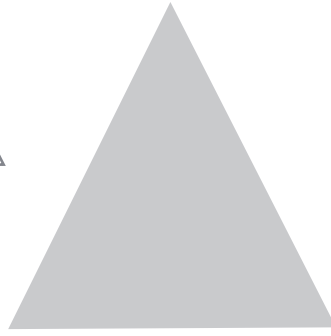
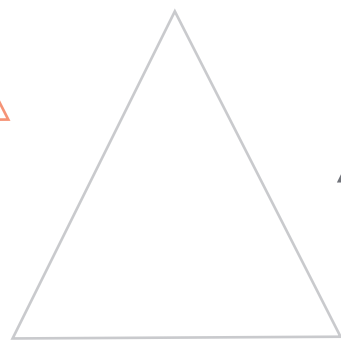
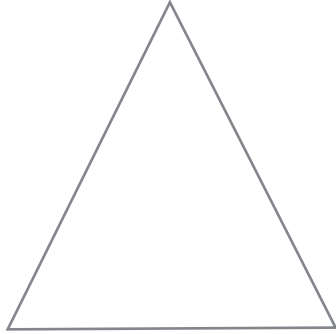
**CAROLINE MEALOR FIPAA
COMPANY SECRETARY**

Chief Executive,
Attorney-General's
Department



**BRENTON CAFFIN
COUNCIL MEMBER**

Executive Director,
Department of the Premier
and Cabinet



**RICK PERSSE FIPAA
COUNCIL MEMBER**
Chief Executive,
Department of Treasury
and Finance

**KATHERINE WINTON
COUNCIL MEMBER**
Workforce Strategist
Department for Health
and Wellbeing



**SANDY PITCHER
COUNCIL MEMBER
FIPAA**
Chief Executive,
Department for Human
Services



**RENAE HAESE
EX-OFFICIO
COUNCIL MEMBER**
Executive Director,
IPAA SA

MEET THE T

**GEORGIA
BEHRENDT**

Administration Officer

**CHANTELLE
BOURLIOUFAS**

Operations Director

**ATHENA
WALLBANK**

Event Communications
and Engagement
Manager

RENAE HAESE

Executive Director



EAM

**LAYLA
ROHRLACH**

Team Support
Officer

**EMILY
GIRDWOOD**

Leadership
Development Program
Coordinator

NICKY TRAN

Professional
Development
Program
Coordinator

**EUFEMIA
ALVARO**

Finance
Manager

**KATHRYN
OOSTHUIZEN**

Membership &
Communications
Officer



YEAR AT A GLANCE



2,844
from
75

organisations
& departments
attended

65 professional
development
courses delivered
on **238** occasions

1,527

delegates at
17 in-person
events.

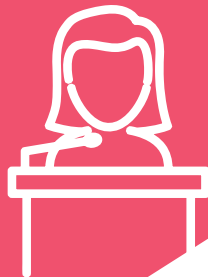
1,417 views

of **13** live
streamed
or digital events
from **78**
organisations



1,227

delegates
across
70 training
sessions



37 Corporate
and State
Government
Members

Representing over

100k

public administration
professionals



148

personal members,
with the most
popular category
of membership
being Executive
Membership



65k

website visitors
6k clicks on
IPAA SA emails

> 864

hours of video
resources
watched





PERSONAL MEMBERSHIP

During the 22/23 financial year, we saw positive growth in Personal Membership, increasing by 16% to 148 financial members.

In addition to seeing membership growth, we also saw the retention rate of Personal Members return to its previous level of 65%. This level dipped to 39% in the last financial year – primarily due to post-pandemic aftershocks. The increasing retention rate and growth in key member cohorts (Emerging Leaders and Executives) demonstrates IPAA SA's value to the sector at vital points in the career of public administration professionals.

Membership by Type:

43 Executive Members (41% increase)

Membership for executives looking to connect and spread ideas while supporting their association.

32 Professional Level Members (25% increase)

Membership for public sector professionals wanting to build skills and champion the sector.

32 Emerging Leader Members (41% increase)

Membership for those ready to take the leap into leadership.

14 YIPAA (Young IPAA) Members (6 % decrease)

Membership for under 35s looking to build their career and network.

12 Manager/Next Exec Members (8% decrease)

Membership for those at a management level and those aspiring to executive level.

3 Graduate and Student Members (28% decrease)

Membership for those who want the best possible start to their career.

4 Affiliate Members (66% increase)

Membership for those who are no longer working in the sector but still want to keep in touch.

8 Unassigned (which included staff membership) (13 % increase)

MEMBERSHIP

AS AT 30 JUNE 2023

MAJOR PROJECTS

During this period, significant projects focused on delivering new opportunities for members to connect and grow. Some of these key projects included:

IPAA SA Personal Member Coffee Roulette

This initiative paired Personal Members across all levels for virtual or in-person coffee meetings. These informal networking opportunities were designed to help members make new connections with like-minded professionals. The program was well-received, with a 4.6 star feedback rating out of a possible 5. The program was offered at no additional cost to members (beyond the price of a cup of coffee).

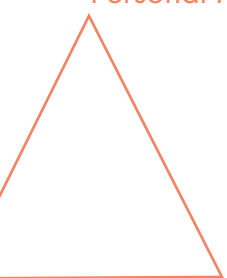
"It is great to meet people from different parts of government and other avenues. Great way to build networks and share skills." - Anonymous IPAA SA Personal Member

Personal Member Professional Headshot Photography Sessions

The Personal Members Headshot Session was a complimentary service to members to support their personal branding. This session enabled members to have their headshot taken by a professional photographer and utilise an on-site make-up artist. Personal Members who participated in this session were thrilled with the opportunity to access a service that may have otherwise been unattainable to them.

Insight Article Series

Another initiative during this period was an interview article series that shared some of the unique stories of our longest-serving members. We heard from Personal Members, including Ruth Ambler, Kym Bills, Anne Bosio, Tanya and Catherine Turnbull, about what they have learnt from their time in the public sector and, most importantly, what inspires them to keep doing what they do. These articles were well received across LinkedIn and the website and presented a new way for our members to share their expert knowledge about working within the sector.





CORPORATE MEMBERS AND PARTNERS

Partners

Partnerships with other organisations are designed to create new value and opportunities for our members. On behalf of our Divisional Council, we would like to extend our sincere thanks to the continued support of our partners and sponsors:

- Government of South Australia (primary partner)
- PwC (platinum partner)
- Flinders University (gold partner)
- Australia Post (bronze partner)
- Deloitte (bronze partner)

CORPORATE MEMBERS

Our Corporate Membership represents organisations and not-for-profit groups with close ties and connections to the public sector. We offer our Corporate Members opportunities to access key people, programs, and events, fostering cross-sector collaboration. Importantly, these memberships allow staff in agencies outside the IPAA SA program to benefit from the IPAA SA program. We acknowledge and thank the following Corporate Members for their ongoing support:

- BDO
- Department of Social Services
- National Centre for Vocational Education Research
- Department for Employment and Workplace Relations
- KPMG
- Renewal SA
- ReturnToWorkSA
- Pacific People Solutions
- SA Water
- Super SA
- Teachers Registration Board
- South Australian Tourism Commission
- TAFE SA
- Wirrtu Yarlur Aboriginal Education



State Government Membership provides IPAA SA opportunities to over **100k public servants**



STATE GOVERNMENT MEMBERSHIP

Over 100,000 State Government Employees in SA continue to benefit from the partnership arrangement that IPAA SA has with the State Government's Senior Leadership Committee (SLC). This is known as our State Government Membership, which entitles complimentary 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 SLC 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 Industry, Innovation and Science
- Department for Trade and Investment
- Department of Human Services
- Department for Infrastructure and Transport
- Department of Primary Industries and Regions South Australia
- Department of the Premier and Cabinet
- Department of Treasury and Finance
- Education Standards Board
- Environment Protection Authority
- Parliament SA
- South Australia Police
- South Australian Fire and Emergency Services Commission
- South Australian Country Fire Service

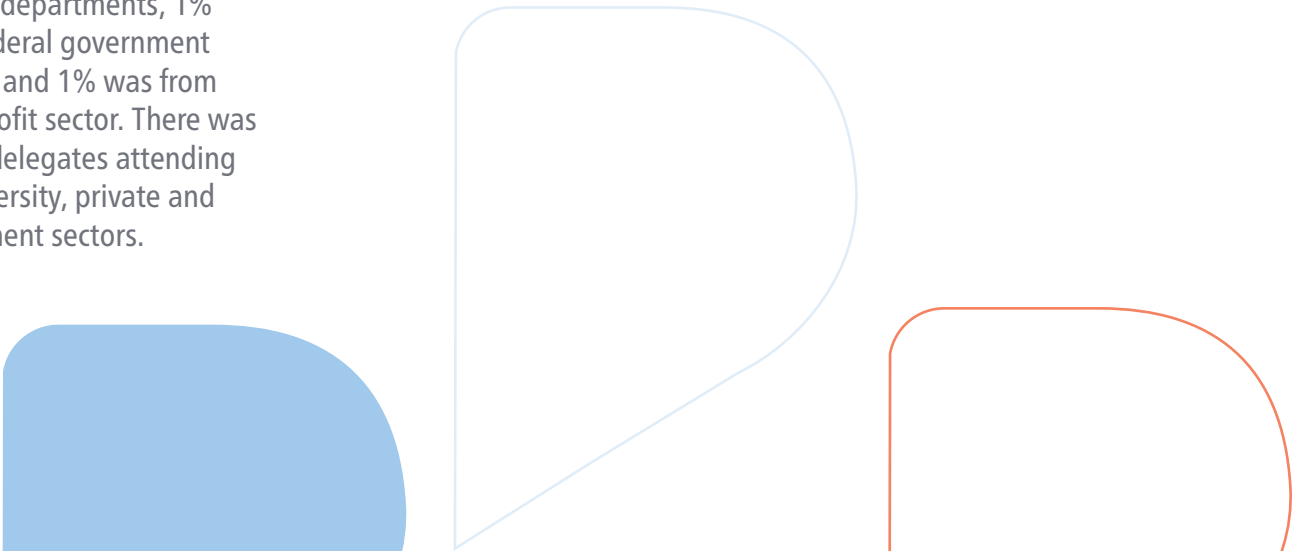
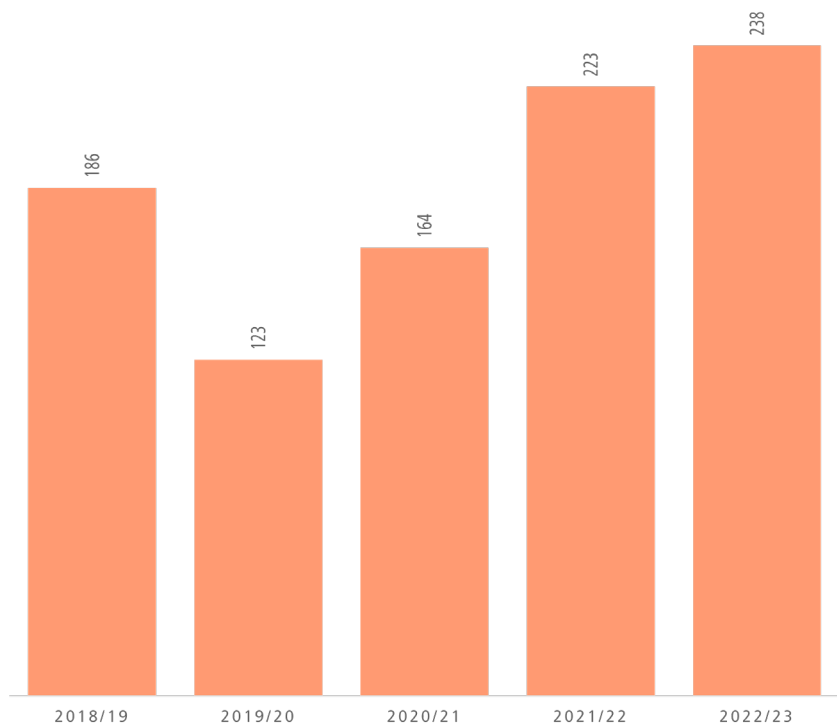
PROFESSIONAL DEVELOPMENT

The Professional Development (PD) program continues to deliver relevant skills-based training for the public sector. A total of 238 professional development courses were delivered to 2,844 delegates. This is an 8% increase in the number of delegates attending IPAA SA’s professional development training in the 2021/22 financial year and a 16% increase in the number of delegates that attended the pre-COVID 2018/19 PD program.

Over the financial year, 22% (52 courses) of the Professional Development program were delivered online to 657 delegates, while 78% (186) of courses were delivered face-to-face to 2,187 delegates. Registrations for online courses have decreased over time since their introduction in 2020.

During the financial year, 96% of delegates were from South Australian State Government agencies and departments, 1% were from Federal government departments, and 1% was from the not-for-profit sector. There was under 2% of delegates attending from the university, private and local government sectors.

NUMBER OF PROFESSIONAL DEVELOPMENT COURSES DELIVERED



MOST ATTENDED COURSES OF 2022-23

1 In Brief: Writing Briefings for Decision Makers (online)
254 delegates

2 Managing Your Project: Introduction to Project Management
139 delegates

3 Leading and Managing Change
116 delegates

4 Leading and Developing an Effective Team
114 delegates

5 How to Write Effective Meeting Minutes
110 delegates

DELEGATE FEEDBACK STATISTICS

- 98% of surveyed attendees agreed the presenter engaged participants in the learning process and encouraged participation and interaction
- 97% of surveyed attendees found the course they attended valuable.
- 97% of surveyed attendees agreed the course was well organised and easy to follow
- 97% of surveyed attendees agreed the support material (presentation aids, workbooks, case studies, suggestions for follow up and research) were useful.
- 95% of surveyed would recommend the course they attended to a colleague.
- 95% of surveyed attendees agreed could apply what they learnt from the course in their work environment.

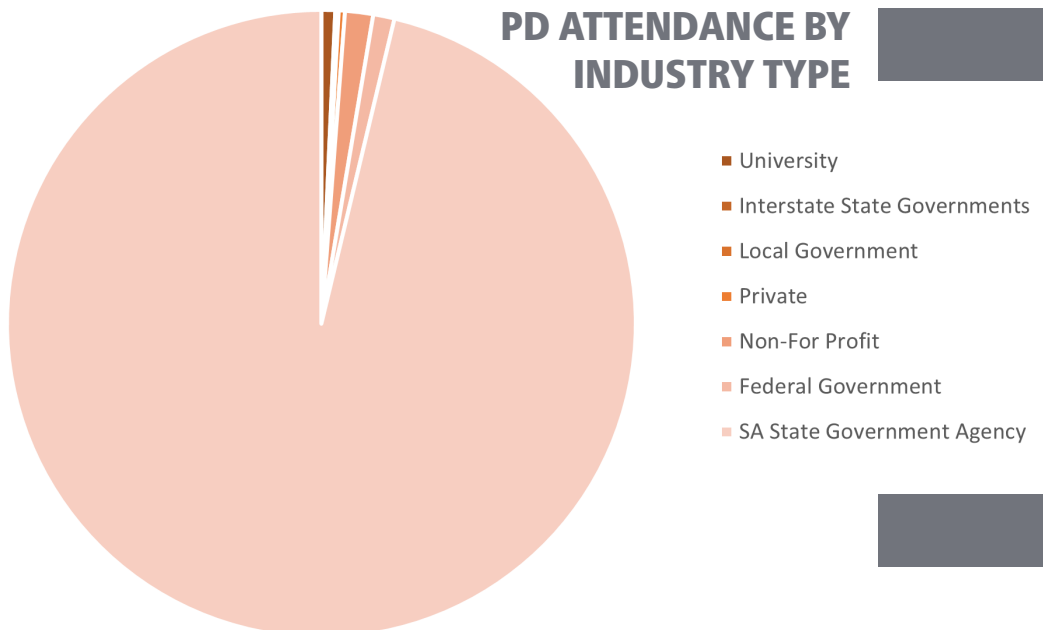
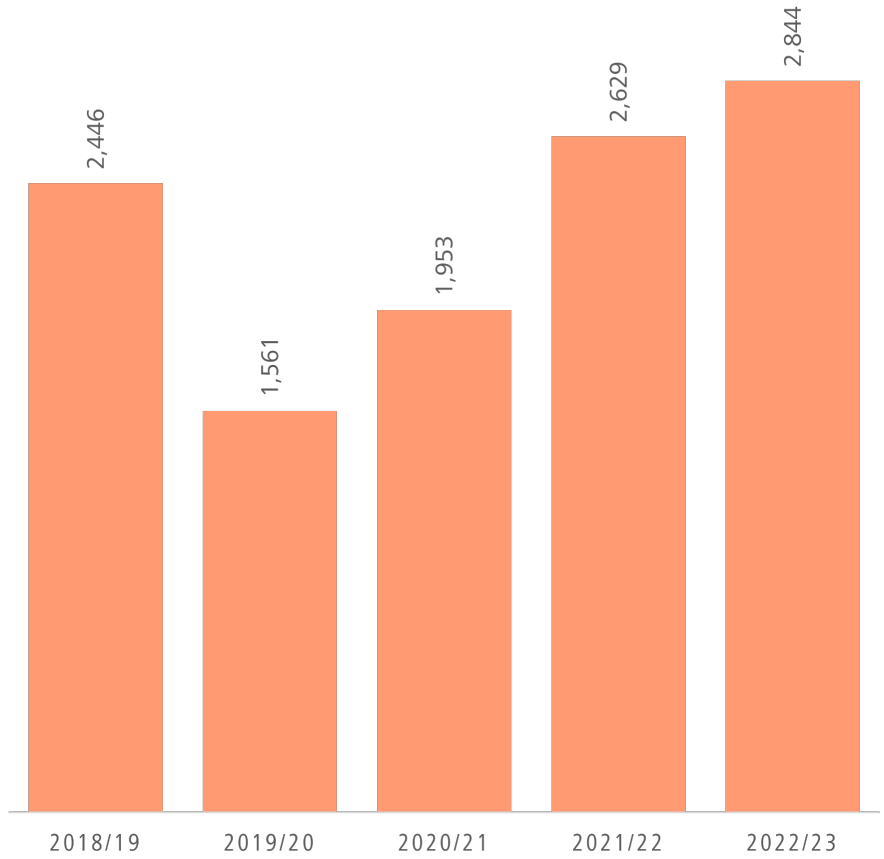
NEW COURSES IN 2022-23

- Coaching Skills for Leaders
- Increasing Employee Engagement
- Presenting in a Virtual World
- Program Evaluation
- Selecting Performance Measures

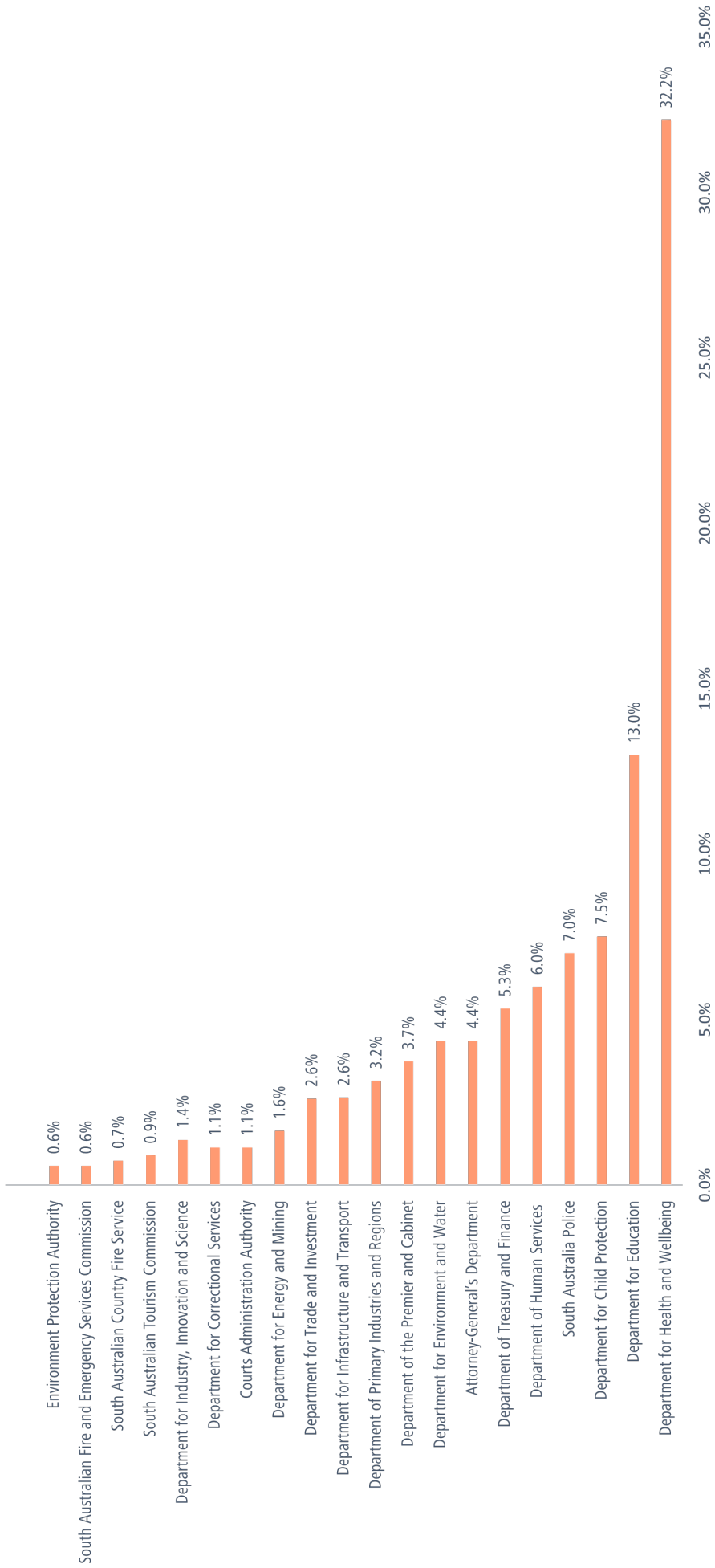
NUMBER OF DELEGATES ATTENDING PD COURSES

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

- Kristen Barry
- Jack Buckskin
- Jodie Curth-Bibb
- Sharon Ferrier
- David Griggs
- Thilan Legierse
- Dr Rob Manwaring
- John Peake
- Kerry Pienaar
- Rodrigo Praino
- Mark Priadko
- David Rawlings
- Auke Roelink
- Chris Ryan
- Associate Professor Cassandra Star
- Dr Nigel Stark
- Maree Upton
- Carolyn Vigar
- Scott Way
- Anthony Wilson
- Samantha Young



PD ATTENDANCE BY STATE GOVERNMENT AGENCY





“

Probably the best short training course I've attended in years.

I will now be stimulated and excited instead of nervous when I actively present in the workplace.

”


”

I will be able to implement practical strategies discussed and recommended to coach my team and be more confident in holding difficult conversations.

I now have the confidence to participate and add opinions.

“

I FEEDBACK



On average, course delegates rated IPAA SA training as **4.7** out of a possible 5.

IN-AGENCY WORKSHOPS

IPAA SA partners with the best facilitators and training providers in South Australia and boasts an excellent reputation for our In-Agency work. We work closely with the Public Sector daily and understand the environment our members operate within. Our In-Agency program allows organisations to design specialised training for teams that ensures learning outcomes are achieved cost-effectively.

IPAA SA's In-Agency program was in demand during the 2022/23 financial year. In total, 70 In-Agency workshops were delivered to 1,227 participants during the financial period. Of the 70 In-Agency courses that were delivered, 11 were delivered online.

Some of the programs delivered in-agency include:

- 21st Century Manager Series
- Analysing and Presenting Data
- Authentic Leadership Skills
- Coaching and Communication
- Coaching Skills for Leaders
- Cultural Diversity and Awareness for the Public Sector
- Effective Writing for Government
- Emotional Intelligence and Beyond
- Essentials for EAs & PAs
- How to Write Effective Meeting Minutes
- In Brief: Writing Briefings for Decision Makers (Online)

- Introduction to Public Policy
- Leader Conversations
- Leading and Managing Change
- Managing Your Project: An Introduction to Project Management
- Mechanics of Government
- Mental Health First Aid in the Public Sector
- Mental Wellness and Building Resilience
- More Than Words: Understanding Legislation
- Neuroleadership
- New and Emerging Manager Series
- Personal Resilience
- Presenting in a Virtual World
- Responding to Turbulence
- Selecting Performance Measures
- Write Clearly and Concisely

I would say [the Communication and Coaching course] exceeded expectations. There were a few interesting concepts that came up. Examples of this was giving constructive criticism, and how to communicate when the wrong information is presented or there is inappropriate behaviour which I thought was interesting.

- CTP Insurance Regulator



35

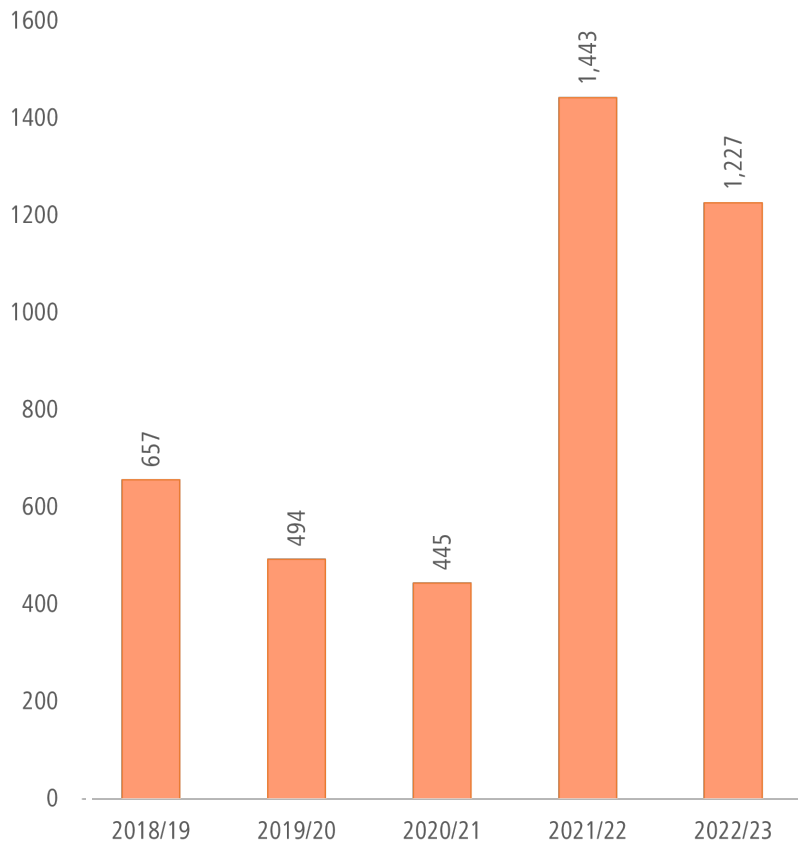
In-Agency courses designed. Delivered

70

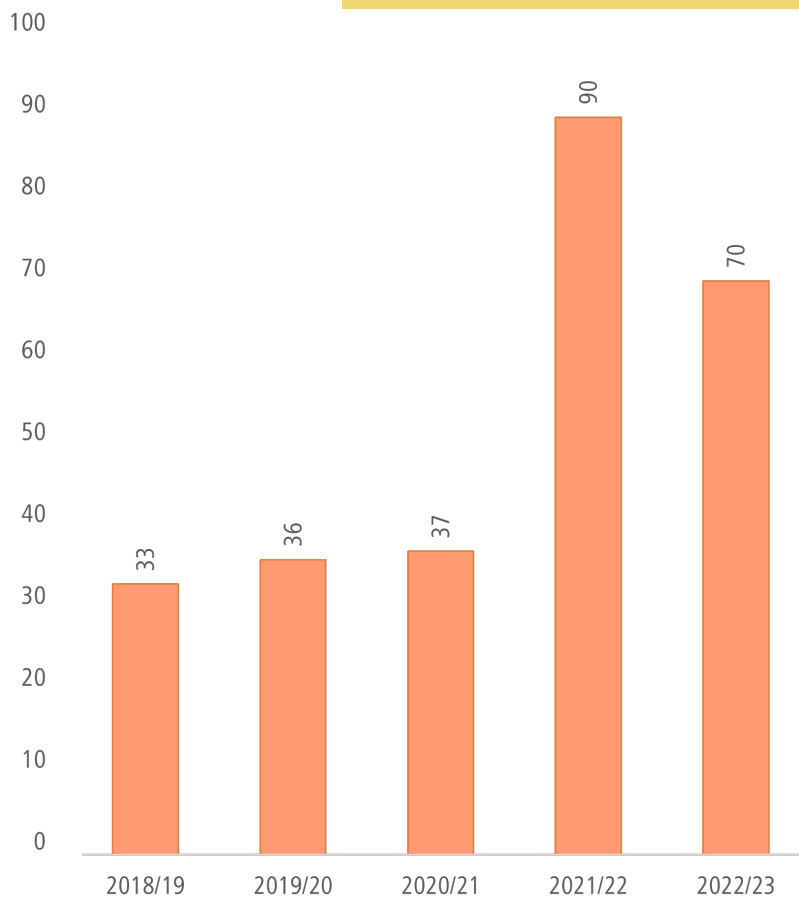
times to

1,227

delegates for 16 agencies/ organisations.



**NUMBER OF DELEGATES
ATTENDING IN-AGENCY
TRAINING COURSES**



**NUMBER OF
IN-AGENCY
WORKSHOPS
DELIVERED**

EVENTS



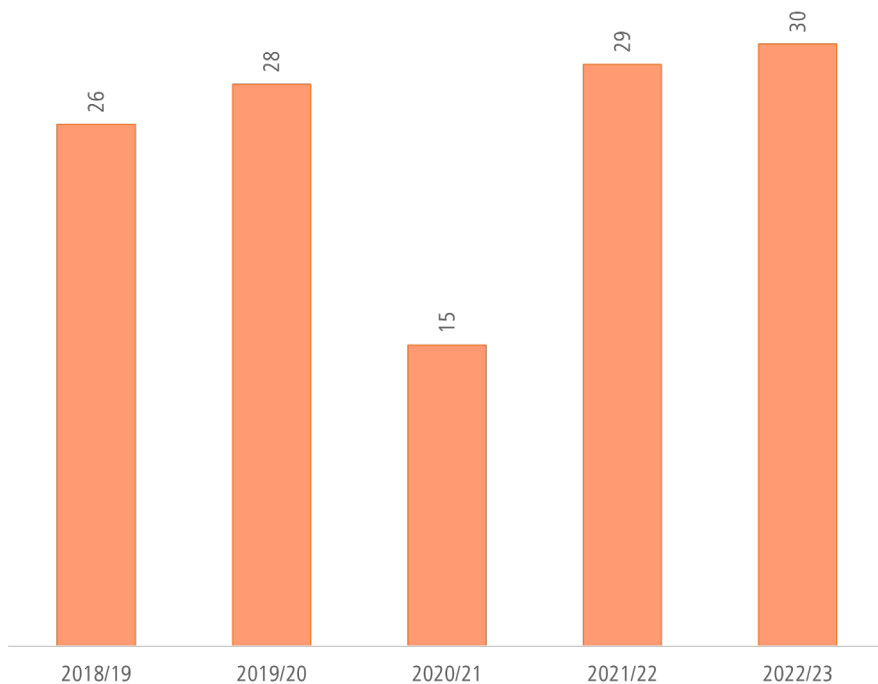
EVENTS REPORT

During the July 2022 to June 2023 financial year, IPAA SA delivered 30 events. Of these 30 events, 17 were delivered to an in-person audience (1,527 attendees). All the events, forums and workshops had a whole of government focus and aligned with the objectives of the State Government. This year saw the introduction of the Mental Health First Aid Training for Public Sector to the events program in order to support the mental wellbeing of the public sector. It resulted in being a popular program with six intakes occurring in the 2022/23 financial year.

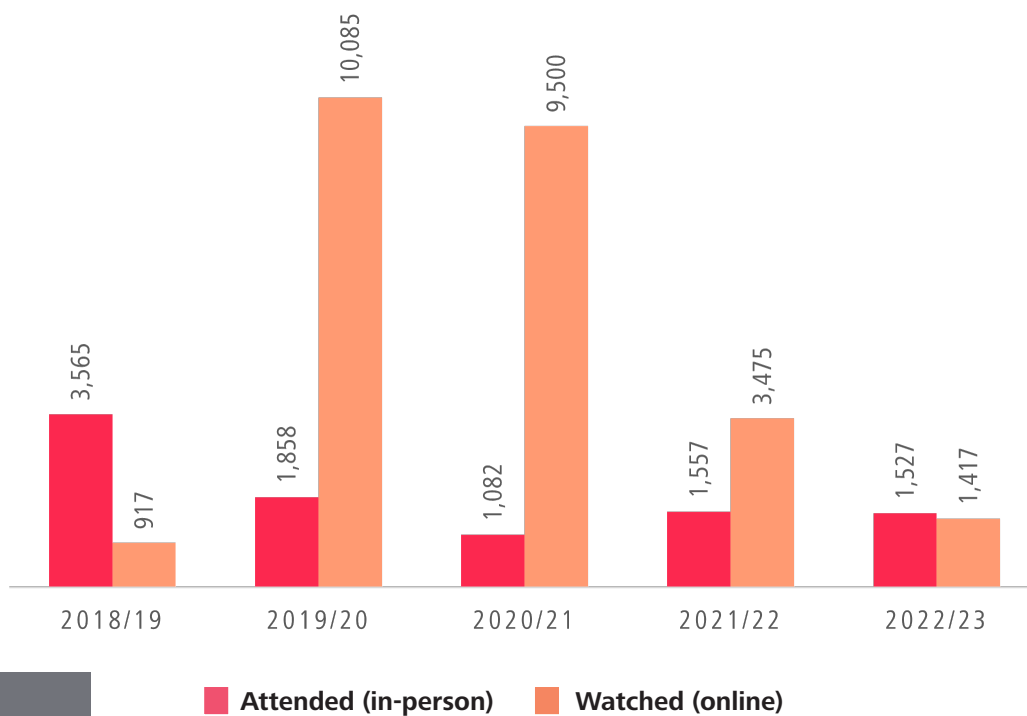
This year's attendance of the event program was drawn from 78 unique organisations, across the private and public sectors. The State public service still remains as our highest sector delegates (with 92%).

"Keep up the fabulous work supporting debates and personal development within the SA Public Sector"

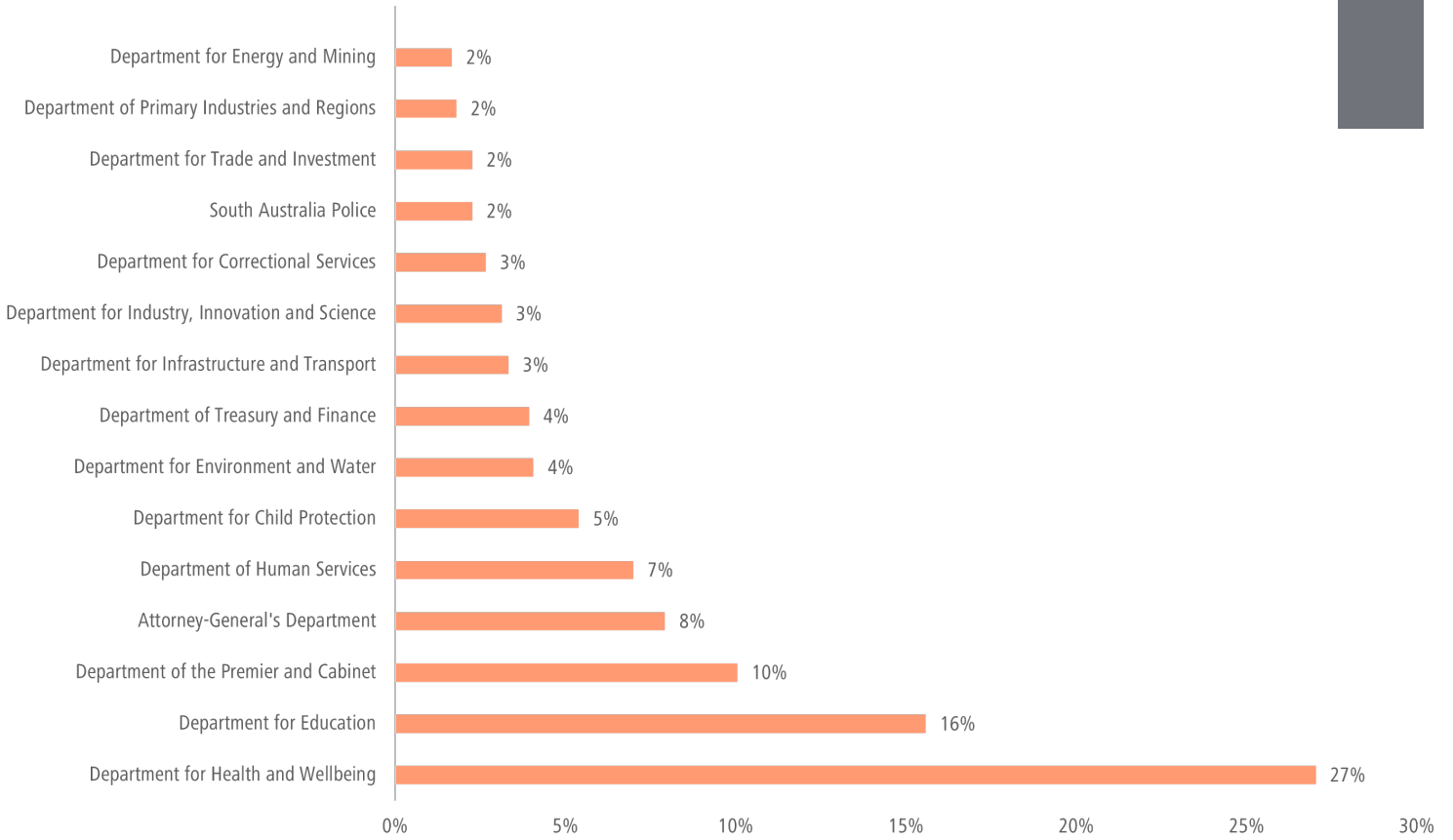
NUMBER OF EVENTS DELIVERED



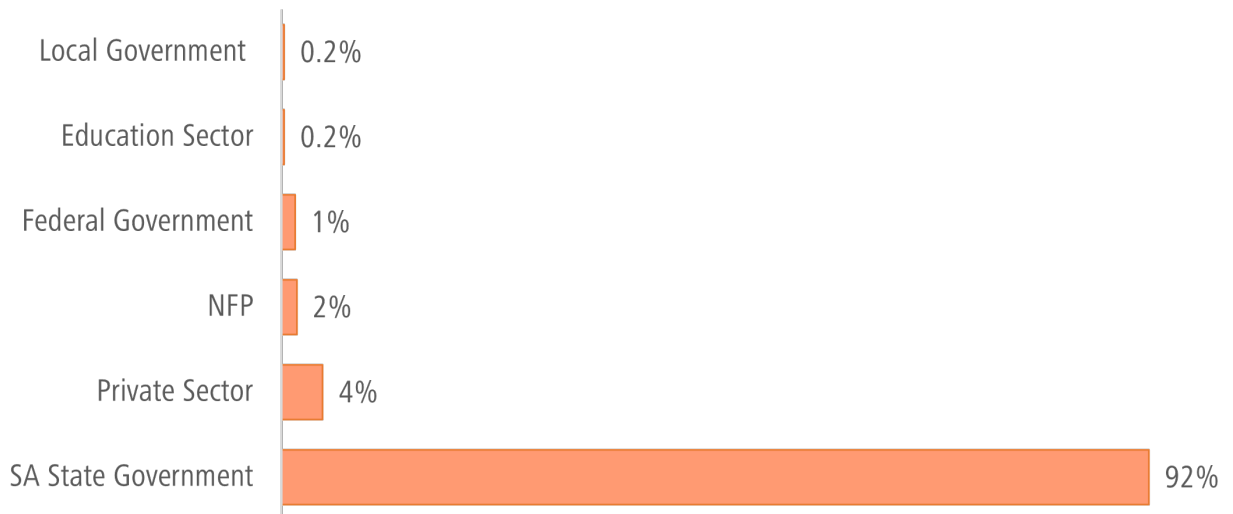
EVENT ATTENDANCE



REGISTRATIONS BY SLC DEPARTMENT



EVENT ATTENDANCE BY SECTOR





42
speakers



EVENT HIGHLIGHTS

ON THE COUCH WITH DAMIEN WALKER

Dates: 5 July 2022

Total Registered: 195

Total Online Views: 400

During this session, Mr Damien Walker, Chief Executive, Department of the Premier and Cabinet, shared with us some of the highlights of his career and goals for his current role and addressed questions from the audience in a Q&A session.

Speakers included:

- **Damien Walker**, Chief Executive, Department of the Premier and Cabinet
- **Erma Ranieri PSM FIPAA**, IPAA SA President, Commissioner for Public Sector Employment, Office of the Commissioner for Public Sector Employment

ON THE COUCH WITH PENNY CROSER

Dates: 26 July 2022

Total Registered: 47

Penny Croser, State Courts Administrator, Chief Executive Officer, Courts Administration Authority (CAA), who was appointed in her role in June 2021, joined our members 'On the Couch'. Ms Croser took us through her career journey and priorities in her current role. During the session, the audience joined the conversation by asking Penny questions about what led

...

her to her current position and much more.

Speakers included:

- **Penny Croser**, State Courts Administrator, Chief Executive Officer, Courts Administration Authority (CAA)
- **Govert Mellink**, Digital Transformation Partner, PwC

POST COVID MENTAL HEALTH RECOVERY WEBINAR SERIES

Session 1: 4 August 2022- Pandemic Recovery

Session 2: 13 September 2022- Post-Pandemic Resilience

Session 3: 18 October 2022- Psychological Safety

Session 4: 29 November 2022- Mindfulness for People that Hate Meditating

Total, including individual registrations from all four sessions: 124

The Mental Health Recovery Series aimed to meet the current moment with its continued uncertainty, exhaustion, and other ongoing reverberations of the COVID-19 pandemic.

Speakers included:

- **Liana Busoli**, Psychotherapist, BigLife

SAY "CHEESE"! - PERSONAL MEMBER'S HEADSHOT SESSION

Dates: 22 August 2022

Registered to Attend: 23

IPAA SA offered a special complimentary session for Personal Members of IPAA SA for a photo shoot with all the essentials – professional lighting, a make-up artist for touch-ups, and a professional photographer to provide them with two new high-resolution and downloadable headshots.

ON THE COUCH WITH PROFESSOR MARTIN WESTWELL

Release Date: 9 September 2022

Total Registered: 125

We welcomed the Department for Education's new Chief Executive, Professor Martin Westwell, as our guest in our 'On the Couch' series. Appointed in April 2022, following a successful four years as Chief Executive of the SACE Board, Professor Westwell brings a wealth of knowledge in education systems that inform policy and innovation.

- **Professor Martin Westwell**, Chief Executive, Department for Education
- **Mark Stewart**, Consulting Partner, PwC

A CONVERSATION WITH HER EXCELLENCY, THE HONOURABLE FRANCES ADAMSON AC

Dates: 20 September 2022

Total Registered: 95

Total Online Views: 47

South Australian Governor Her Excellency, the Honourable Frances Adamson AC, joined us to discuss her vision for her critical role and the state. During this session, Her Excellency shared with us some of the highlights of her career and addressed questions from the audience in a Q&A session.

Speakers included:

- Her Excellency, **The Hon Frances Adamson AC**, SA Governor
- **Erma Ranieri PSM FIPAA**, IPAA SA President, Commissioner for Public Sector Employment, Office of the Commissioner for Public Sector Employment

EXECUTIVE LEADERSHIP SERIES FOR PEOPLE AND CULTURE PROFESSIONALS, SESSION ONE: THE EMPLOYEE VALUE PROPOSITION REIMAGINED

Dates: 26 September 2022

Total Registered: 39

IPAA SA and PwC collaborated in delivering the Executive Leadership Series for People and Culture Professionals, Session one: The Employee Value Proposition Reimagined, presented by Kathryn Ranieri, Consulting Director at PwC, exploring why a strong Employee Value Proposition (EVP) is no longer just nice to have.

Speakers Included:

Kathryn Ranieri, Director Consulting, PwC

POST COVID MENTAL HEALTH RECOVERY WEBINAR SERIES

Session 1: 16 November 2022-

Pandemic Recovery

Session 2: 7 December 2022- Post-

Pandemic Resilience

Session 3: 7 February 2022-

Psychological Safety

Session 4: 15 March 2022-

Mindfulness for People that Hate

Meditating

Total, including individual registrations from all four sessions:

106

The mental health recovery series aimed to meet the current moment with its continued uncertainty, exhaustion, and other ongoing reverberations of the COVID-19 pandemic.

Speakers included:

- **Liana Busoli**, Psychotherapist, BigLife

IPAA SA ANNUAL GENERAL MEETING

Dates: 24 November 2022

Total Registered: 23

The 2022 Annual General Meeting was an excellent opportunity for Personal Members to actively get involved in their association, meet fellow members and have their say on the leadership of the institute.

Speakers:

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

INAUGURAL ABORIGINAL PUBLIC SECTOR STAFF FORUM 2022

Dates: 22 November 2022

Registered to Attend: 416

The Aboriginal Affairs Executive Committee, in partnership with the Office of the Commissioner for Public Sector Employment and IPAA SA, were honoured to have hosted a forum for Aboriginal and Torres Strait Islander people employed within the South Australian government.

Speakers:

- **Nerida Saunders PSM**, Co-Chair Aboriginal Affairs Executive Committee, Executive Director, Aboriginal Affairs and Reconciliation, Department of the Premier and Cabinet
- **David Brown**, Co-Chair Aboriginal Affairs Executive Committee, Chief Executive, Department for Correctional Services
- **Loretta Romeo**, Co-Chair Economic Participation Working Group, Strategic Policy, Projects and Partnerships, Department for Correctional Services
- **Cathy Taylor FIPAA**, Co-Chair Economic Participation Working Group, Chief Executive, Department for Child Protection
- **Damien Walker**, Chief Executive, Department of the Premier and Cabinet
- **Talitha Coulthard**, Director, Aboriginal Workforce Partnerships, Office of the Commissioner for Public Sector Employment
- **Judith Lovegrove**, Co-Chair, Aboriginal Affairs Executive Committee, Adviser, Aboriginal Early Years, Department for Education

ACCIDENTAL COUNSELLOR FOR PUBLIC SECTOR

Dates: 22 & 30 November 2022
Registered Attend: 30

This workshop is designed to teach the skills needed to respond appropriately to someone experiencing a mental health crisis.

Speaker:

- **Liana Busoli**, Psychotherapist, BigLife

ON THE COUCH WITH DR ROBYN LAWRENCE

Dates: 1 December 2022
Online Views: 120

During this session, Dr Robyn Lawrence, Chief Executive of the Department for Health and Wellbeing, shared with us some of the highlights of her career and goals for her current role and addressed questions from the audience in a Q&A session.

Speakers:

- **Dr Robyn Lawrence**, Chief Executive, Department for Health and Wellbeing
- **Kate Outen**, Partner, PwC

MENTAL HEALTH FIRST AID TRAINING FOR PUBLIC SECTOR

Dates: 12 & 13 December 2022
Registered to Attend: 20

Using a practical, evidence-based Action Plan, the Standard Mental Health First Aid course is designed to support your team and co-workers who may be experiencing a mental health problem or mental health crisis until appropriate professional help is received or the situation is resolved.

Speakers:

- **John Mannion**, Chief Executive Officer, Breakthrough Mental Health Research Foundation

FIT FOR THE FUTURE? USING STRATEGIC FORESIGHT IN GOVERNMENT

Dates: 10 February 2023
Registered to Attend: 241
Online Views: 618

During this session, we heard from five practitioners who have championed foresight in governments around the world and here in South Australia. People who attended had the chance to learn by doing as we explored critical uncertainties impacting the future of South Australia together. And if you are inspired by what you hear and want to learn more, you will listen to more about different ways to engage.

Speakers:

- **Dr Noah Raford**, Former Advisor to UAE Government and Founder of Dubai Future Foundation and Museum of the Future
- **Dr Kristin Alford**, Director MOD, University of South Australia
- **Brenton Caffin**, Executive Director, Strategy and Policy, Department of the Premier and Cabinet
- **Dr Ashley Kingsborough**, Manager Water Security, Department of Environment and Water
- **Dr Ariella Helfgott**, Director of Strategic Foresight, Department of the Premier and Cabinet

MENTAL HEALTH FIRST AID TRAINING FOR PUBLIC SECTOR

Dates: 13 & 14 February 2023
Registered to Attend: 24

The Standard Mental Health First Aid course is designed to provide initial support to your team and co-workers who may be experiencing a mental health problem or mental health crisis until appropriate professional help is received or the crisis is resolved, using a practical, evidence-based Action Plan. ...

Speakers:

- **John Mannion**, Chief Executive Officer, Breakthrough Mental Health Research Foundation

ON THE COUCH WITH EMMA TERRY

Dates: 1 March 2023
Registered to Attend: 37

During this session, Emma Terry, Chief Executive South Australian Tourism Commission, shared with us some of the highlights of her career and goals for her current role and addressed questions from the audience in a Q&A session.

Speakers:

- **Emma Terry**, Chief Executive, South Australian Tourism Commission
- **Kathryn Ranieri**, Director, Consulting, PwC

ACCIDENTAL COUNSELLOR FOR PUBLIC SECTOR

Dates: 1 & 9 March 2023
Registered Attend: 28

This workshop is designed to teach the skills needed to respond appropriately to someone experiencing a mental health crisis.

Speaker:

- **Liana Busoli**, Psychotherapist, BigLife

MENTAL HEALTH FIRST AID TRAINING FOR PUBLIC SECTOR

Dates: 21 & 22 March 2023
Registered to Attend: 14 ...

The Standard Mental Health First Aid course is designed to support your team and co-workers who may be experiencing a mental health problem or mental health crisis until appropriate professional help is received or the situation is resolved, ...

using a practical, evidence-based Action Plan. This course is based on guidelines developed through the expert consensus of people with lived experience of mental health problems and professionals.

Speakers:

- **John Mannion**, Chief Executive Officer, Breakthrough Mental Health Research Foundation

AN HOUR IN THE ROOM WITH CHIEF ECONOMIST AMY AUSTER

Dates: 23 March 2023

Registered to Attend: 48

We were pleased to have hosted, in collaboration with PwC Australia, An Hour in the Room with Amy Auster, Chief Economist. Amy joined us for a detailed and engaging discussion on Australia's national economic outlook, macro trends, and how this impacted us at a state level. Amy also touched on other areas, such as the cost of living pressures, housing affordability, policy, and much more.

During the event, attendees were invited to join the conversation during the Audience Q&A facilitated by Mark Thomson, Partner, PwC Australia, where they could ask Amy questions that mattered to them.

Speakers:

- **Amy Auster**, Chief Economist and Insights Officer, PwC Australia
- **Mark Thomson**, Partner, PwC

ORGANISATIONAL CULTURE - WHAT IS IT, AND HOW DO WE DO BETTER UNDERSTAND ITS PURPOSE?

Dates: 6 April 2023

Registered to Attend: 63

Kathryn Ranieri, Consulting Director



at PwC, explored with us the meaning of culture and how it can influence the success of an organisation. Kathryn took us through the concepts of a cultural model used to better understand an organisation's culture, what elements may need to shift to improve culture and how this is done.

Speakers:

- **Kathryn Ranieri**, Director, Consulting, PwC

ONLINE MENTAL HEALTH FIRST AID TRAINING FOR PUBLIC SECTOR

Dates: 4 & 11 April 2023

Registered to Attend: 12

The blended Online + Self-Paced Learning Mental Health First Aid for Public Sector Course teaches how to provide initial support to your team and colleagues who may be experiencing a mental health problem or mental health crisis until appropriate professional help is received or the situation resolved, using a practical, evidence-based Action Plan.

Speakers:

- **David Moran**, Managing Director, Mental Health Partners

ONLINE MENTAL HEALTH FIRST AID TRAINING FOR PUBLIC SECTOR

Dates: 8 & 15 May 2023

Registered to Attend: 11

The blended Online + Self-Paced Learning Mental Health First Aid for Public Sector Course teaches how to provide initial support to your team and colleagues who may be experiencing a mental health problem or mental health crisis until appropriate professional help is received or the situation resolved, using a practical, evidence-based Action Plan.



Speakers:

- **David Moran**, Managing Director, Mental Health Partners

MENTAL HEALTH FIRST AID TRAINING FOR PUBLIC SECTOR

Dates: 17 & 18 May 2023

Registered to Attend: 20

Using a practical, evidence-based Action Plan, the Standard Mental Health First Aid course is designed to support your team and co-workers who may be experiencing a mental health problem or mental health crisis until appropriate professional help is received or the situation is resolved.

Speakers:

- **John Mannion**, Chief Executive Officer, Breakthrough Mental Health Research Foundation

ACCIDENTAL COUNSELLOR FOR PUBLIC SECTOR

Dates: 22 & 27 June 2023

Registered Attend: 21

This workshop is designed to teach the skills needed to respond appropriately to someone experiencing a mental health crisis.

Speaker:

- **Liana Busoli**, Psychotherapist, BigLife

STRATEGIC COMMUNICATIONS

2022-23 WRAP UP

This financial year saw IPAA SA communications continue to serve members through email, social media and website updates. Communications focused on delivering meaningful and valuable information to members at the right time.



WEBSITE

A growth trend across previous financial years continued to play out as website users increased to 65,800 (a 6% increase from the 21/22 financial year). Over the past five years, the IPAA SA's website users have increased by a staggering 108%.

The website's total number of browsing sessions also followed a similar trend, with an increase of 18% (increased to 96,000) from the previous 21/22 financial year. These growth trends indicate the continued success of the 2020 website overhaul and subsequent updates.

Organic traffic generated from search engines also positively impacted website performance, with the number of clicks to visit the website from Google Search increasing to 15,254 across the period (a 13% increase from the 21/22 financial year).

An average of 86,600 Google Search impressions per month

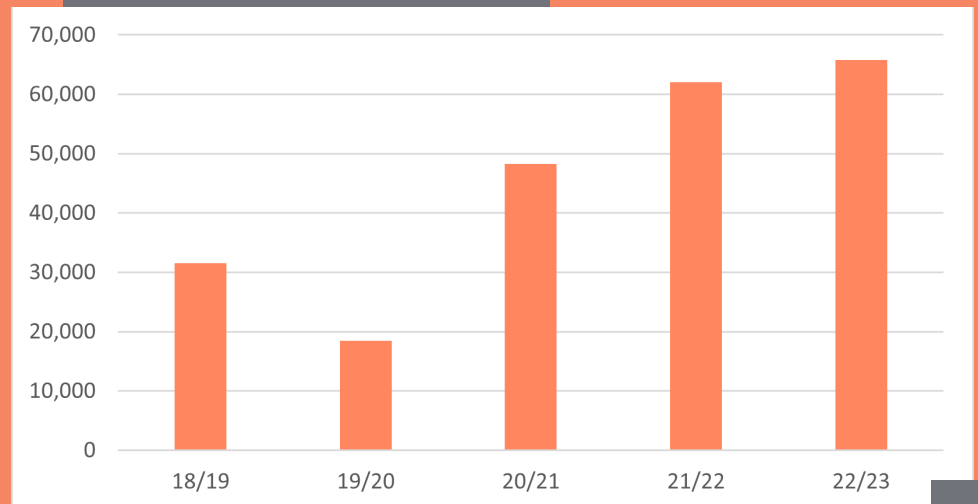
News and Publications

News items on the website extend the value of the insights and offerings available for IPAA SA members. Some of the most popular content from the 2022/23 financial year included:

1. How can you apply Neuroleadership to manage others?
2. Lessons in Long Service – Insights from Ruth Ambler FIPAA
3. Unpacking the Uluru Statement
4. Tips for Coping with Stress and Preventing Burnout
5. Lessons in Long Service with Anne Bosio

Notably, several high-performing articles were published in prior years, indicating the value of creating content with longevity.

Website Users by Financial Year





VIDEO PLATFORMS

IPAA SA video content is hosted on both YouTube and Vimeo, with live streams primarily offered through Vimeo. Across these platforms, there was a cumulative 864 hours of watch time and 3,502 viewers. These figures included viewers of live-stream event content and recorded content. The highest-performing video content for this period was:

- Fit for the Future? Using Strategic Foresight in Government – 618 Views
- On the Couch with Damien Walker – 400 Views
- On the Couch with Dr Robyn Lawrence - 120 Views

UPDATES ON MAJOR PROJECTS

Development of Phase 2 of the IPAA SA Website Redevelopment is well underway.

IPAA SA’s next website improvement phase is underway to establish a new customer relationship management system (CRM) and email platform. Through new functionality and features, the team explored how these would be implemented to provide users with an increasingly intuitive and seamless experience. Work continues in this area to ensure a smooth rollout of scheduled updates.



SOCIAL MEDIA

IPAA SA’s key social media focus during this period was developing our LinkedIn presence. LinkedIn continued to be the fastest growing channel, seeing a positive 24% growth in the number of followers. Each month an average of 4,870 impressions of LinkedIn content were served to our audience.

Other social media platforms including Facebook and Twitter (now X) were maintained, though not currently the focus of social media strategy. Best performing social media content during this period included highlights on events, celebrating member achievements, as well as sharing thought leadership articles and insights.



EMAIL ENGAGEMENT

Email remains a cornerstone of IPAA SA communications activities and is the critical medium for delivering messaging around our service areas. We continued offering members three regular updates: IPAA SA Connect, PD Updates and Events Updates. In addition to these, we also provided Personal Members with special invitations to events and other member updates. During the financial year, there were over 51,000 email opens and over 11,000 clicks.

The most opened emails for this period were:

- IPAA SA Connect #44 – Releasing the ‘Fit for the Future’ event recording.
- December 2022 PD Update – Announcing the 2023 professional

- development program.
- March 2023 PD Update – Offering a downloadable resource to explore skill gap areas.
- May 2023 Program Launch – Announcing the July – December professional development program.
- July 2022 Event Update – Featuring events including ‘On the Couch with Penny Croser’ and the recording of ‘On the Couch with Damien Walker.’
- IPAA SA Connect #35 - Promoting key upcoming events, including ‘Navigating Change of Government Panel Discussion’ in partnership with SALA

2022 NATIONAL FELLOWS

DAVID BROWN FIPAA & NERIDA SAUNDERS PSM FIPAA

Presented at the 2022 National Conference by IPAA National President, Professor Renee Leon PSM FIPAA, this award recognised two outstanding individuals and their contributions to public service and the Institute of Public Administration Australia.

David Brown is Chief Executive of the Department for Correctional Services (DCS), South Australia, and the Criminal Justice Reform Council member. David is driving wide-ranging reform across the system to increase public confidence by improving service delivery and ensuring service is fair. David continues to deliver strong evidence-based policy initiatives across crucial strategic directions to create

a safer and fairer society for all South Australians.

Nerida Saunders is a proud Murri Woman from the Kamilaroi Nation and Executive Director of Aboriginal Affairs and Reconciliation, Attorney-General's Department, South Australian Government. Her career spans social justice and child protection, having been the first Aboriginal Executive Director of Children, Youth and Family Services, South Australia. Her commitment to social justice, women's rights and equality and strong advocacy for indigenous rights and reconciliation have positioned her as a passionate role model for the next generation of Aboriginal Leaders in the public sector.

On behalf of our Divisional Council, we thank Ms. Nerida Saunders, PSM, and Mr. David Brown for their service and congratulate them as worthy recipients of this award.

Nerida Saunders
PSM FIPAA

David Brown FIPAA

TREASURER'S REPORT

Total income for the year was up from \$174,019 to \$1,985,126 compared to the previous year.

Revenue growth was largely derived from increases in professional development activity. Professional development courses saw growth in both the demand for courses and the number of attendees per course, resulting in ~18% revenue growth. Although this growth was slightly offset by a fall in demand for In-Agency Programs.

Whilst professional development activities dominated the revenue growth, encouragingly other markers of performance such as membership revenue also increased in FY2023. We also successfully launched a new Professional Development Management service which further diversifies the revenue base.

Increased overall activity levels saw a corresponding increase in the variable costs that comprise our cost of sales with actual costs for FY2023 of \$900,354 up from \$805,727 for the previous year.

In general this reflected increases in underlying input costs, a return to more in-person activity, and increases in total salary costs in line with organisational growth.

The net effect of the above activities is net surplus for the year of \$151,908. Net assets, including cash, also increased throughout FY2023. Combined with a strong operating model this will allow continued investment in growing the organisation.

Finally, a significant feature of the continued financial strength of IPAA SA was the agreement with the Senior Leadership Committee (SLC) 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 2022 to 30 June 2023. This agreement continues for 2023/2024.

Mark Thomson
IPAA SA Treasurer





FINANCIAL STATEMENTS

INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA - SA DIVISION

For the year ended 30 June 2023

Statement of Comprehensive Income for the year ended 30 June 2023

		30 June 2023	30 June 2022
INCOME:		\$	\$
Partnerships	Note 4	34,732	38,190
Professional Development and General Events & Forums	5	1,609,863	1,453,272
Membership	6	324,999	313,178
Other Income	7	15,532	6,467
Total Income		1,985,126	1,811,107
EXPENSES:			
Employee benefits		634,506	515,860
Supplies and services	8	220,146	136,611
Seminars and other functions	9	900,354	805,727
Depreciation and Amortisation	10 & 11	73,944	71,269
Interest Expense	11	4,268	8,020
Total Expenses		1,833,218	1,537,487
NET SURPLUS/(DEFICIT)		151,908	273,620

Statement of Financial Position as at 30 June 2023

		30 June 2023	30 June 2022
CURRENT ASSETS:		\$	\$
Cash		1,578,209	1,604,315
Receivables	18	518,726	108,902
Prepayments & Stock		31,905	39,414
Total Current Assets		2,128,840	1,752,631
NON-CURRENT ASSETS:			
Plant and equipment	10	15,185	7,235
Right of use assets	11	34,530	103,588
Total Non-Current Assets		49,715	110,823
Total Assets		2,178,555	1,863,454
CURRENT LIABILITIES:			
Payables	12	109,514	138,228
Contract liabilities	13	650,637	408,269
Provision for employee benefits	14	38,270	28,423
Lease liabilities - Right of use assets	16	40,254	75,893
Total Current Liabilities		838,675	650,813
NON-CURRENT LIABILITIES:			
Provision for employee benefits	14	54,756	39,172
Lease liabilities - Right of use assets	16	-	40,253
Total Non-Current Liabilities		54,756	79,425
Total Liabilities		893,431	730,238
NET ASSETS		1,285,124	1,133,216
EQUITY:			
Retained Earnings	15	1,285,124	1,133,216
TOTAL EQUITY		1,285,124	1,133,216

INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA - SA DIVISION

For the year ended 30 June 2023

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, as follows:

AASB 101, *Presentation of Financial Statements*
 AASB 108, *Accounting Policies, Changes in Accounting Estimates and Errors*
 AASB 1048, *Interpretation of Standards*
 AASB 1054, *Australian Additional Disclosures*
 AASB 1058, *Income of Not-for-Profit Entities*

(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.

INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA - SA DIVISION

For the year ended 30 June 2023

(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 approved remuneration rates effective 01 July 2023. 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 within the Provision for Employee Benefits.

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

	30 June 2023	30 June 2022
	\$	\$
Platinum/Gold/Bronze Partnerships	34,732	38,190
	<u>34,732</u>	<u>38,190</u>

5 Professional Development and General Events & Forums

Professional Development	1,244,089	1,052,334
Professional Development Management SALA	11,232	-
Professional Development In Agencies	274,384	363,190
General Events & Forums	80,158	37,748
	<u>1,609,863</u>	<u>1,453,272</u>

6 Membership

Corporate Membership	310,680	299,561
Individual Membership	14,319	13,617
	<u>324,999</u>	<u>313,178</u>

INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA - SA DIVISION

For the year ended 30 June 2023

	30 June 2023	30 June 2022
7 Other Income		
Interest	15,532	284
Miscellaneous Income	-	6,183
	<u>15,532</u>	<u>6,467</u>
8 Supplies and Services		
Administration Costs	52,397	46,810
IT Costs	49,450	22,629
National Levy (Capitation)	12,249	12,249
Telephone	9,150	9,845
Marketing	26,983	4,870
Equipment Purchases	11,852	11,102
AJPA	5,812	5,812
Equipment Leases	5,064	5,064
Bank Charges	6,123	4,861
Rental of Premises	14,870	6,019
Postage	2,548	2,528
Staff Training	13,803	4,346
Divisional Council	531	-
National Conference	9,003	358
Parking	311	118
	<u>220,146</u>	<u>136,611</u>
9 Seminars & Other Functions		
Speakers Fees	686,531	610,557
Catering	88,516	70,245
Venue Costs	63,346	69,797
Printing	38,615	29,482
Equipment Hire	21,289	23,935
Accommodation & Transport	232	20
Publicity, Marketing & Other	1,825	1,691
	<u>900,354</u>	<u>805,727</u>
10 Plant and Equipment		
Gross Carrying Amount		
Balance at start of period	118,310	109,555
Year end adjustment	(98,475)	-
Additions	12,836	8,755
Disposals	-	-
Balance at end of period	<u>32,671</u>	<u>118,310</u>
Accumulated Depreciation		
Balance at start of period	111,075	108,865
Year end adjustment	(98,475)	-
Depreciation Expense	4,886	2,210
Balance at end of period	<u>17,486</u>	<u>111,075</u>
Net Book Value at end of period	<u>15,185</u>	<u>7,235</u>

The year end adjustment relates to the write off of fully depreciated assets which are no longer held by the Institute.

INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA - SA DIVISION

For the year ended 30 June 2023

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 it's 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

	30 June 2023	30 June 2022
Right of use assets	\$	\$
Leased premises	250,285	250,285
Adjustment to opening balance	64,886	64,886
Accumulated depreciation	(280,641)	(211,583)
Total right of use asset	<u>34,530</u>	<u>103,588</u>

Movement in carrying amounts

Opening Balance	103,588	172,647
Depreciation expenses	(69,058)	(69,059)
Net carrying amount	<u>34,530</u>	<u>103,588</u>

AASB 16 related amounts recognised in the statement of comprehensive income

Depreciation expense	69,058	69,059
Interest expense	4,268	8,020
	<u>73,326</u>	<u>77,079</u>

12 Payables

Creditors	77,685	115,695
GST Liability	3,192	4,120
Salaries Payable	-	8,257
PAYG Liability	13,556	9,231
Return to Work SA	-	58
Superannuation Payable	15,081	867
	<u>109,514</u>	<u>138,228</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 2023/24.

Revenue totalling \$394,396 was recognised in 2022/23 that was included in contract liabilities at 1 July 2022.

Contract liabilities	<u>650,637</u>	<u>408,269</u>
	650,637	408,269

INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA - SA DIVISION

For the year ended 30 June 2023

	30 June 2023	30 June 2022
	\$	\$
14 Provision for Employee Benefits		
Current		
Annual Leave	34,255	25,568
Employment On-costs - Superannuation	3,768	2,685
Employment On-costs - Return to Work SA	247	170
	<u>38,270</u>	<u>28,423</u>
Non-Current		
Long Service Leave	49,011	35,237
Employment On-costs - Superannuation	5,391	3,700
Employment On-costs - Return to Work SA	354	235
	<u>54,756</u>	<u>39,172</u>
Total	<u>93,026</u>	<u>67,595</u>
15 Retained Earnings		
Balance at start of period	1,133,216	859,596
Net Result (as per Statement of Comprehensive Income)	151,908	273,620
Balance at end of period	<u>1,285,124</u>	<u>1,133,216</u>
16 Lease Liabilities		
Current		
Lease liability - Right of use asset	<u>40,254</u>	<u>75,893</u>
Non-Current		
Lease liability - Right of use asset	<u>-</u>	<u>40,253</u>
Total	<u>40,254</u>	<u>116,146</u>
17 Contingent Assets and Liabilities		
There are no known contingent assets and liabilities as at 30 June 2023.		
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.		
Receivables	510,926	108,902
Accrued income	7,800	-
	<u>518,726</u>	<u>108,902</u>

INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA - SA DIVISION

For the year ended 30 June 2023

19	Maturity Analysis		Note	2023 Contractual		2022
				Carrying amount/ fair value	maturities	
	Category of financial asset and financial liability	Statement of Financial Position line item		Within 1 year	1-5 years	
	Financial assets at amortised cost					
	Cash	Assets		1,578,209	1,578,209	1,604,315
	Receivables	Assets	18	518,726	518,726	108,902
	Total financial assets			2,096,935	2,096,935	1,713,217
	Financial liabilities at amortised cost					
	Contract liabilities	Liabilities	13	650,637	650,637	408,269
	Lease liabilities	Lease Liabilities	16	40,254	40,254	116,146
	Total financial liabilities			690,891	690,891	524,415

INSTITUTE OF PUBLIC ADMINISTRATION AUSTRALIA - SA DIVISION

For the year ended 30 June 2023

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 2022 to 30 June 2023 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)

27/11/2023
 Date


 Renae Haese (Executive Director)

24/11/2023
 Date

INDEPENDENT AUDITOR'S REPORT

To the members of the Institute of Public Administration Australia South Australian Division Inc.

Opinion

We have audited the accompanying financial report of the Institute of Public Administration Australia South Australian Division Inc. (the Association), which comprises the Statement of Financial Position as at 30 June 2023, the Statement of Comprehensive Income, the Statements of Financial Position for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and other explanatory information.

In our opinion, the accompanying financial report of the Association is in accordance with the requirements of the *Associations Incorporations Act 1985* and the Australian Accounting Standards (including Australian Accounting Interpretations), including;

- (i) giving a true and fair view of the Association's financial position as at 30 June 2023 and of its performance for the year then ended; and
- (ii) that the financial records kept by the Association are such as to enable financial statements to be prepared in accordance with Australian Accounting Standards.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described as in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the Association in accordance with the auditor independence requirements of the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the Association's financial reporting responsibilities under the *Associations Incorporation Act 1985*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibility of the Board for the Financial Report

The Board of the Association is responsible for the preparation of the financial report in accordance with Australian Accounting Standards and the *Associations Incorporation Act 1985*, and for such controls as the Board determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Board is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the Board either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

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

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that the audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- Conclude on the appropriateness of the Board's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

DEAN NEWBERY



SAMANTHA CRETEN

Director

27 November 2023

FIT FOR THE FUTURE?



Brenton Caffin MIPAA
Executive Director, Strategy and Policy
Department of the Premier and Cabinet

IPAA SA Council Member



FIT FOR THE FUTURE?



Brenton Caffin MIPAA
Executive Director, Strategy and Policy
Department of the Premier and Cabinet

IPAA SA Council Member





IPAA SA

SA.IPAA.ORG.AU

08 8212 7555

Level 6, 12 Pirie Street, ADELAIDE SA 5000