



**IPA** INSTITUTE OF PUBLIC  
ACCOUNTANTS

**ANNUAL  
REPORT**  
2012-2013



## ABOUT THE INSTITUTE OF PUBLIC ACCOUNTANTS

The IPA, formed in 1923, is one of Australia's three legally recognised professional accounting bodies with more than 25,000 members and students in over 51 countries. The IPA is a member of the International Federation of Accountants, the Accounting Professional and Ethical Standards Board and the Confederation of Asian and Pacific Accountants. The IPA was recognised in 2012 as Australia's most innovative accounting organisation and listed in the top 20 in the 2012 *BRW* Most Innovative Companies List.

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## PRESIDENT'S MESSAGE

### 2013: IPA'S YEAR OF COMING OF AGE

It has been an exceptional year for the Institute of Public Accountants; a year, where innovation has led the way in so many aspects of our operations. At the IPA innovation can be defined in many ways; from our member services through to the level of advocacy we drive on behalf of members and Australia's small business sector.

While 2013 marks the 90<sup>th</sup> anniversary of the organisation, celebrations commenced a few months before the start of the year, with the IPA being recognised in the top 20 in the *BRW* most innovative companies in Australia list for 2012. The Board is very proud of this achievement and recognises the significant effort of the chief executive officer, Andrew Conway and his team to attain such an accolade.

In our 90<sup>th</sup> year, I see the IPA as an organisation that is truly coming of age. The organisation has continued to build our reputation as a credible voice for our members and in particular, the small-medium accounting practice and small-medium enterprise segments. With almost 70 per cent of members working in these sectors, the IPA has continued to strengthen our service focus to these members.

Extending a credible voice often means standing out from the crowd, particularly on those key issues impacting the broader profession. The position taken by the IPA on the subject of APES 230, the standard for financial planning services proposed by the Accounting Professional and Ethical Standards Board, is just one example that demonstrates the organisation's endeavour to protect the rights and interests of our members.

### I LOVE SMALL BUSINESS

The IPA has also continued to extend our voice on behalf of the small business sector across Australia, recognising the critical contribution this sector makes to the Australian economy each year.

With some 2.7 million small businesses in Australia, representing 96 per cent of all businesses and employing 46 per cent of private sector employment, we consider small business is well deserving of our support and encouragement.

In June 2013, the IPA further developed its *I Love Small Business* initiative, which was launched in 2012, with special events conducted by each of the State Divisions and culminating in the first IPA National Small Business Dialogue forum in Canberra which provided robust discussion around key issues impacting today's small businesses.

### MY PUBLIC ACCOUNTANT

In June 2012, when the IPA launched My Public Accountant (MPA) as the largest uniquely branded accounting practice network in Australia, we pushed the envelope in terms of innovation and provision of member services.

MPA provides our member practices with a range of resources and back-end practice support to drive growth and improve practice efficiency. Under this network brand, MPA members can enhance their market position within their client base and local community.

Our member-centric focus will see further development of an enhanced service offering to MPA members over the next 12 months.



'At the IPA innovation can be defined in many ways; from our member services through to the level of advocacy we drive on behalf of members and Australia's small business sector.'

### PATHWAYS AND EDUCATION EXCELLENCE

The IPA has continued to lead in the provision of suitable education pathways relevant to our members. With the Future of Financial Advice reforms commencing on 1 July 2013, there has been considerable interest in the Diploma of Financial Planning which was launched last year in partnership with DeakinPrime.

The IPA Program also continues to set the benchmark and deliver high quality accounting education and comes with the fact that the Institute is the only Australian accounting body offering a Masters degree as its professional program. In addition, the Institute has continued to deliver relevant and valuable continuing professional education events to members.

### FISCAL RESPONSIBILITY

The IPA embarked on a planned and detailed investment strategy from 2010/11 that has resulted in significant upgrades to our infrastructure, membership services, support, education programs and of course our brand promotion. It is accurate to say that not one aspect of the organisation's activities has been untouched over the past two years. This investment has been delivered in a planned and measured way through deficit positions and it is pleasing that we are projecting an early return to a surplus position on the back of strong member intake and ongoing member support.

### THE YEAR AHEAD

The Institute's future looks very strong. The organisation will continue to grow with our members through enhancements to service offerings, continual fiscal responsibility, and the IPA's ongoing and relevant advocacy work.

I would like to recognise the continuing excellent performance of IPA chief executive officer, Andrew Conway. Andrew's tireless effort to position the Institute as the credible voice for small business, to expand the Institute's international footprint, overhaul the operations and strategic processes, to name a few, has been a credit to him and the broader team and I want to take this opportunity to commend them. I also wish to recognise the fantastic effort of IPA's executive general management team and all IPA staff throughout the year. Finally, I would like to thank my fellow Board members for their ongoing support and contribution to the Institute and thank you to all of our loyal members for your ongoing support.

JASON PARKER FIPA  
PRESIDENT

## CHIEF EXECUTIVE OFFICER'S REPORT

The 2012-13 year has proven to be a very good year for the Institute of Public Accountants. Celebrating our 90<sup>th</sup> anniversary in 2013, we have sought to strengthen our focus and services to our members, expanded our international footprint, strengthened and built new relationships, continued to invest in our people and maintained a strong financial and cash position in accordance with our strategic plan: *'Fit for the Future'*.

### REPRESENTING THE INTERESTS OF OUR MEMBERS

Advocacy and lobbying on behalf of members and the profession is a fundamental role that the IPA undertakes to drive the best outcomes by ensuring a credible voice is carried to key stakeholders. This includes government and regulators such as the Australian Taxation Office, The Treasury, Australian Securities and Investments Commission, Australian Accounting Standards Board, Australian Auditing and Assurance Standards Board, and the Accounting Professional and Ethical Standards Board (APESB).

A key example of this work is the position that the IPA took over the APES 230 standard of financial planning services issued by APESB. While we support the important role that the APESB plays within the profession, this was an issue that we believed needed strong advocacy and leadership to preserve the best interests of members while maintaining high standards in line with the Future of Financial Advice (FoFA) legislation.

This further demonstrates the IPA's intention to clearly articulate its position on big issues, informed by strong member engagement to ensure the best possible outcome for all concerned.

Our advocacy activity extended to issues such as the changes to the tax deductibility of self-education expenses to changes to Fringe Benefits Tax provisions and included 51 formal submissions, to provide commentary on and seeking to influence key regulatory issues facing members and the profession.

### EXPANDING INTERNATIONAL HORIZONS

Our member growth throughout Malaysia and China in particular, has seen our International Division become the third largest and fastest growing Division within the IPA, with a 42 per cent growth in overseas membership in the past year.

This growth is complemented with our ongoing membership and participation in activities with the International Federation of Accountants (IFAC) and the Confederation of Asian and Pacific Accountants (CAPA) including the opportunity to make key presentations on financial reporting issues, and to provide leading input into the development of a strong and robust professional accountancy organisation model within the Asia-Pacific region.

The IPA is also building strong relationships in India and Vietnam in line with the organisation's global focus and the opportunities for growth. The IPA's international growth strategy is informed by the Australian Government's *Asian Century White Paper*.



'We have sought to strengthen our focus and services to our members, expanded our international footprint, strengthened and built new relationships, continued to invest in our people and maintained a strong financial and cash position.'

### FORGING NEW RELATIONSHIPS

Throughout the year, the IPA has continued to strengthen the relationships that the organisation enjoys with its partners and through various memorandums of understanding and collaboration agreements.

In November, the IPA signed a collaboration agreement with the Institute of Financial Accountants in the United Kingdom. This is a very good fit with both organisations holding full membership with IFAC and both sharing a principal focus on small-medium enterprises and small-medium practices. The collaboration will build and leverage a network of 35,000 members and students across Australia, the United Kingdom and throughout Asia.

In April, we signed a collaboration agreement with the SMSF Professionals' Association of Australia (SPAA) to work together in areas such as accreditation, advocacy, research and policy development, organisational efficiencies and education. The agreement is a first to bring together two professional bodies bridging the public accountancy and SMSF sectors, reinforcing the role both organisations play in enhancing standards across all professions servicing the SMSF sector.

The collaboration agreement between IPA and SPAA will create a strong voice for public accountants engaged in the provision of advice and services to Australia's \$505 billion plus SMSF sector. It comes at an important time in the evolution of the financial services sector particularly as the market prepares for the implementation of the FoFA regime and the transition to the new accountants licensing regime from 1 July 2013.

In closing, I would like to thank our loyal members both nationally and overseas. I would also like to thank the support and effort of the IPA Board, management and staff throughout the year.

ANDREW CONWAY FIPA  
CHIEF EXECUTIVE OFFICER

## VISION, MISSION AND VALUES

### IPA VISION

To lead the small-medium accounting practice and small-medium enterprise segments.

### IPA MISSION

To provide professional recognition and support to drive business success.

### IPA VALUES

We RESPECT our membership

We RESPECT each other

We RESPECT & foster flexibility

We RESPECT & foster creativity

We RESPECT interdependence

## YEAR IN REVIEW

### THE YEAR THAT WAS: 2012-13

It has been a remarkable year and as we celebrate our 90th anniversary, we look back at the results....

### INNOVATION

- Recognition in the *BRW* list of top 20 most innovative companies in Australia for 2012
- Launch of digital hub ([pubacct.org.au](http://pubacct.org.au)) as a dynamic communications platform, advancing IPA's digital presence with significant growth in our social media channels
- Extensively developing IPA's multi-award winning PPQA Online, the IPA's online quality assurance program
- Launch of IPA's CPD Live App, a CPE first for the accounting profession

### PARTNERSHIP

- Launch of IPA Deakin SME Research Centre as part of the IPA thought leadership program
- Collaboration agreement with the Institute of Financial Accountants (IFA) in the United Kingdom
- Collaboration agreement with the SMSF Professionals' Association (SPAA)
- Partnered with National Australia Bank to launch *I Love Small Business* month in June
- Introduced the Diploma of Financial planning with DeakinPrime
- Strong contributor to the Confederation of Asian and Pacific Accountants (CAPA) to build the capacity of the accounting profession in our region

### ADVANCEMENT

- Results delivered in line with 5-year *Fit for the Future* strategy to invest in the business
- Developed more efficient processes for the IPA Program in conjunction with University of New England
- Overall growth in member intake of 34%
- Overseas membership growth of 42%
- Continued record strong growth in number of student members
- Providing a credible voice for our members and small business with strong position on key issues - eg APES 230, self-education
- Continued to promote the IPA brand to extend awareness and recognition
- Increased 200% brand awareness amongst the recruiter and employer markets
- Greater engagement with the University/VET sectors
- Recognition of IPA qualifications by provincial Chinese governments
- Contribution to International accounting standards
- Extensive event organising with significant increase in CPE attendance and the early sell-out of the National Congress



## 90 YEARS OF EXPERIENCE DRIVES INNOVATION FOR THE FUTURE

The Institute of Public Accountants (IPA) has had several name changes since its inception as the Institute of Factory and Cost Accountants in 1923. There is no doubt there have been massive changes in the Australian accounting profession over the past 90 years.

The IPA has traversed the decades to become the organisation it is today; an organisation focussed on growth for the future based on providing an innovative array of products and services that benefits its members.

Taking the journey of innovation comes with some risks. In 2011, after extensive consultation with members, the organisation rebranded itself from the former National Institute of Accountants to today's IPA. This was a real leap of faith but with the combined focus of its staff and members, the transition has been incredibly successful.

Today the IPA represents the interests of more than 25,000 members and students across 51 countries, ranking it in the top 25 professional accounting bodies in the world.

The IPA's global presence has been strengthened in recent years. Membership of the International Federation of Accountants (IFAC) and the Confederation of Asian and Pacific Accountants (CAPA), along with membership expansion through its Kuala Lumpur and Beijing branch offices have all assisted in galvanising our international relationships.

At both a national and international level, the IPA now sits on more than 120 forums and continues to carry a strong voice while representing the interests of members and the profession globally.

The IPA's focus on education and development has also increased in importance over recent years. The IPA offers members and students a complete development pathway - from Accountant, BAS Agent to Public Accountant; from certificate level to a Diploma in Financial Planning and through to the IPA Program, which leads to the pinnacle of the IPA education program, the Master of Commerce (Professional Accounting). The IPA provides members with a qualification recognised anywhere in the world and equips them with the skills needed for a successful and prosperous career.

### MOVING FORWARD

As we celebrate the IPA's 90<sup>th</sup> anniversary, we also look to the future ahead for the organisation and in fact, the profession at large. In doing so, we will continue to advocate for the best interests of our members and the small business sector across Australia.

Providing a credible voice for the profession has included many submissions to government and regulators and standing up for what is right even during challenging times. The IPA has strongly represented the interests of its members on key issues such as APES 230, the proposed standard for financial services developed by the Accounting Professional and Ethical Standards Board (APESB) has seen the IPA strongly representing the interests of its members. We will also continue to strive for innovation in everything we do and build on the recognition already gained as one of the top 20 in BRW's most innovative companies in Australia list for 2012; and the only accounting body included in the list.

This accolade came from the rollout of a number of initiatives including the My Public Accountant (MPA) sub-brand which has grown to encompass more than 3,600 accounting practices, and the revolutionary PPQA Online which has changed the way accountants meet their quality assurance compliance obligations.

This year, the innovation journey continued with the launch of IPA's digital hub ([pubacct.org.au](http://pubacct.org.au)) which not only took our Public Accountant journal to the digital age, it opened the doors for a new world to current and ongoing dialogue within the accounting profession.

It is through such innovation that we will continue to grow with our members; supporting their growth through the provision of tangible products and services so that they can in turn, deliver even greater benefit to their clients.

The recognition the IPA has received is underscored by the endorsement of the highest office in the land; a message from the Prime Minister of Australia:

'Today the IPA can proudly claim to represent more than 25,000 members and you are recognised worldwide as an industry leader in training, development, accreditation and support'.

PRIME MINISTER OF AUSTRALIA - 2013.



## IPA BOARD OF DIRECTORS



**MR JASON PARKER FIPA**  
PRESIDENT

**Occupation:** Principal, Parker Accounting & Financial Services  
**Division:** Tasmania

Jason served the Tasmanian division of the IPA as president from 2005 to 2007 and has been involved with the Tasmanian divisional council since 2003. Jason was elected to the IPA board in November 2008. He is a former director of the South Launceston Football Club Inc. and Aspire – A Pathway to Mental Health Inc. Jason is a graduate member of the Australian Institute of Company Directors, a registered tax agent and holds a Bachelor of Commerce (USQ) and a Diploma in Financial Services (Kaplan). He is also an accredited sponsor with the Australian Small Scale Offerings Board (ASSOB) assisting start-up businesses raise capital for growth. Jason continues to be a director of numerous private companies and is currently the president of the IPA.



**MS WENDY LEEGEL FIPA**  
DEPUTY PRESIDENT

**Occupation:** Management Consultant, Director, Leegel Consulting Pty Ltd.  
**Division:** Victoria

Wendy has been a member of the IPA since 1994. She is a Victorian divisional councillor, since 2006 and also previously in 1999 to 2000. Wendy instigated the opening of the Bentleigh discussion group, and remained in the convenor role for several years. Wendy is a Fellow of Finsia, a Fellow of the Australian Institute of Management (AIM); and is also a member of the Australian Institute of Company Directors (AICD), Association of Change Management Professionals (ACMP), Australian Institute of Project Management (AIPM), Risk Management Institute of Australia (RMIA), Risk Managers Australia (RMA) and Human Capital Institute (HCI). Wendy has held a range of senior roles specialising in enterprise risk management and organisational change within the banking and financial services sectors.



**MR DAMIEN MOORE FIPA**  
VICE PRESIDENT

**Occupation:** Partner/Director of Carrington Accounting Services  
**Division:** South Australia

Damien has been the SA/NT director since 2010. He has served as the SA/NT divisional president along with other roles on the divisional council. He is a member of the Australian Institute of Company Directors (AICD) and a registered tax agent. He represents the IPA on the ATO's Regional Tax Practitioners Working Group SA/NT (RTPWG) and the South Australia Joint Legislation Review Committee (JLRC). Originally joining the IPA as a student member, Damien has completed the Master of Commerce (Professional Accounting) through the University of New England as part of the IPA education program.



**MR RUSSELL HILLARD FIPA**  
TREASURER

**Occupation:** Public Accountant, R & J Financial Services  
**Division:** Queensland

First elected to the board of directors in February 2007, Russell served as vice president from 2009 to 2011. Russell was a divisional councillor from 2004 to 2011, elected divisional president from 2006 to 2007 and divisional deputy president from 2007 to 2009. Russell is a commissioner of declarations, registered tax agent, SMSF specialist advisor with SPAA and authorised representative of SMSF Advice.



**MS CHRISTINE LEETHAM FIPA**  
IMMEDIATE PAST PRESIDENT

**Occupation:** Assistant Director Ultimo TAFE, Sydney Institute  
**Division:** New South Wales

First elected to the board of directors in October 2002, Christine has been chair of the National Audit Committee from 2003 to 2005 and was chair of the National Resources Committee and treasurer from 2005 to 2007. She has been a NSW divisional councillor since 1998 and has served as NSW president three times. Christine has also served on the NSW Divisional Recognition Action Committee.



**MR GREG PARR FIPA**

**Occupation:** Partner, Scales & Partners Lawyers  
**Division:** South Australia

Greg has been an IPA director at different times since 1998 and has served as vice president (2001 to 2002). Greg has been a member of the Corporate Governance Committee (1999 to 2001), a member of the National Legislation and Standards Committee (1997 to 2008) and its Chair (1999 to 2003). He is currently a member of the National Membership Committee.



## IPA BOARD OF DIRECTORS (CONTINUED)



### DR NORDIN ZAIN FIPA

**Occupation:** Executive Director, Deloitte Malaysia

**Country:** Malaysia

First elected to the board of directors in May 2008, Nordin is a partner of Deloitte Malaysia. Formerly the CEO of the Malaysian Accounting Standards Board (MASB), he is a member of the Malaysian Institute of Accountants (MIA), a member of the Public Accountants Oversight Committee (PAOC) in Brunei, a member of the Accounting and Auditing Organisation for Islamic Financial Institutions (AAOIFI) in Bahrain and a member of the Islamic Investment Panel of AIA Pension Asset Management.



### MR KEVIN DAWES FIPA

**Occupation:** Director, Strategic Plus Pty Ltd  
**Division:** New South Wales

First elected to the board of directors in 2003, Kevin has served as NSW divisional councillor and a past vice president and treasurer. Kevin has served on the National Membership Committee, National Resources Committee and is the past chair of the National Audit Committee.



### MR DAVID LEVER FIPA

**Occupation:** Manager Internal Audit and Ombudsman, City of Greater Geelong  
**Division:** Victoria

David held the position of IPA Victorian president between 2007 and 2009. He has been a divisional councillor between 2005 and 2009 and the convenor of the IPA's Geelong discussion group. David is currently a member of the IPA Faculty of Accounting Regulation, the RMIT Industry Advisory Committee and is the chair of the Board Audit Committee. He has professional membership of the Institute of Internal Auditors and the Australian Institute of Company Directors. David has a Bachelor of Commerce degree with over 27 years experience within the accounting profession; and his involvement and membership with IPA span over 20 years.



### MS LEAH-BARBARA MAGUIRE FIPA

**Occupation:** Legal Officer to the Chief of the Defence Force Commissions of Inquiry  
**Division:** Australian Capital Territory

Barbara has served on the ACT divisional council since 2002, including as president (2006 to 2009). She became a director in 2010 and is chair of the National Disciplinary Tribunal. She brings extensive experience in administrative inquiries, as director and as a commercial lawyer advising on a wide range of governance issues. She is a past director of Communities@Work, one of the largest community services organisations in the ACT.



### MR GLENN MANN FIPA

**Occupation:** Commercial Manager, APMS Group  
**Division:** Western Australia

First elected to the board of directors in April 1999, Glenn is currently the chair of the National Membership Committee and was previously a member of this committee from 2004 to 2006. Glenn has served on the National Audit Committee (chair from 1999 to 2002 and 2005 to 2008), National Resources Committee as treasurer (2003 to 2004) and held the position of deputy president (2004 to 2006).



### MR TONY MCCARTIN FIPA

**Occupation:** Public Accountant and Principal, McCartin & Associates, Taxation Consultants and Business Services  
**Division:** New South Wales

Tony has been an IPA member since 1984 and was first elected to the board in 2009. He has been a NSW councillor since 2006. Tony has been in public practice as a registered tax agent since 1984. Tony worked at the Australian Taxation Office in Sydney and Parramatta between 1972 and 1984; taught part-time at TAFE NSW between 1995 and 2006; and acts as local director, public officer and local agent for several foreign registered entities and local subsidiaries of overseas corporations in Australia.

## DIRECTORS' REPORT

The directors present their report on Institute of Public Accountants Ltd (IPA) for the financial year ended 30 June 2013.

### BOARD OF DIRECTORS

The names of each person who has been a director during the year and to the date of this report, unless otherwise stated, are:

Directors	Position	National Board Meetings	
		No. eligible to attend	No. attended
Jason Richard Parker	President	4	4
Russell Alan Hillard	Treasurer	4	4
Damien Scott Moore	Vice-President	4	4
Wendy Leegel	Deputy President	4	4
Christine Julianne Leetham	Immediate Past President	4	4
Kevin Brian Dawes		4	4
Gregory Robert Parr		4	4
Glenn Cameron Mann		4	4
Nordin Zain		4	4
Anthony Gerard McCartin		4	4
David Anthony Lever		4	4
Leah-Barbara Maguire		4	4

### COMPANY SECRETARY

Andrew James Conway held the position of company secretary for the financial year.

### PRINCIPAL ACTIVITIES

The principal activity of IPA during the financial year was to operate as a professional association of accountants providing members and students with services to meet their professional needs.

The 2012/13 loss was a direct result of the implementation of the strategic plan of the Institute, a component of which was to significantly invest in our future. These strategic Board directions were overwhelmingly endorsed by members at the Extraordinary General Meeting in March 2011 whereupon 95% of members, who voted, voted in favour of the renewal of the Institute.

### IPA STRATEGIC THEMES

**Theme 1:** Be recognised as the peak accounting body for Public Accountants in the Small/Medium Practice segment.

**Theme 2:** Be recognised as providers of the highest quality professional accounting qualification in Australia.

**Theme 3:** Actively promote the Institute to grow membership and revenue.

**Theme 4:** Continually enhance our influence on the profession.

**Theme 5:** Ensure we have the best people using the right resources.

### IPA OBJECTIVES

To achieve the Strategic Themes, IPA has adopted the following objectives:

- Consideration of phase one of Fit for the Future compassing brand promotion and investment in the business infrastructure and services.
- Increase awareness of the IPA Program with members, prospective members and employers.
- Expansion of 'My Public Accountant'.
- Review and improve all IPA news and publications.
- Revitalise the IPA Mentored Experience Program.
- Progress innovation in member experience including digital content delivery
- Expand technical toolkits and resources for members.
- Expand focus in TAFE and University sectors.
- Review and promote the IPA Program as a career pathway to employers.
- Continually expand our range of technical toolkits and web resources.
- Further expansion of IPA online professional development.
- Consolidate all business unit plans into an operational effectiveness plan.
- Implement 'RESPECT' values through the IPA Team Engagement Strategy.

**LIMITATION OF MEMBERS LIABILITY**

IPA is incorporated under the Corporations Act 2001 and is a company limited by guarantee. If IPA is wound up, in accordance with the constitution, each member is required to contribute a maximum of \$6.00 each towards meeting any outstanding obligations of IPA. At 30 June 2013, the total amount that members of the IPA are liable to contribute if IPA is wound up is \$89,904 (2012: \$89,022).

**AUDITOR'S INDEPENDENCE DECLARATION**

The lead auditor's independence declaration for the year ended 30 June 2013 has been received and can be found below.

The directors' report is signed in accordance with a resolution of the Board of Directors.



JASON PARKER FIPA  
PRESIDENT



RUSSELL ALAN HILLARD FIPA  
TREASURER

Signed in Melbourne, this 30th day of August 2013.

## AUDITOR'S INDEPENDENCE DECLARATION

AUDITOR'S INDEPENDENCE DECLARATION  
UNDER SECTION 307C OF THE CORPORATIONS ACT 2001  
TO THE DIRECTORS OF INSTITUTE OF PUBLIC ACCOUNTANTS LTD

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2013 there have been:

- i. no contraventions of the auditor independence requirements as set out in the *Corporations Act 2001* in relation to the audit; and
- ii. no contraventions of any applicable code of professional conduct in relation to the audit.



McLean Delmo Bentley Audit Pty Ltd



KEVIN P. ADAMS FIPA  
DIRECTOR

Signed in Hawthorn, this 30th day of August 2013.

## STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2013

		2013	2012
Revenue	Note	\$	\$
Revenue	2	12,676,063	13,164,024
<b>Expenses</b>			
Marketing and publications expenses		(1,838,821)	(2,611,386)
Corporate services expenses		(2,618,068)	(2,602,694)
Corporate governance expenses		(1,300,943)	(1,536,809)
Members services expenses		(7,370,058)	(7,393,636)
Other expenses		(346,921)	(400,624)
Total expenses		(13,474,811)	(14,545,149)
<b>Net loss for the year</b>		<b>(798,748)</b>	<b>(1,381,125)</b>
<b>Other comprehensive income</b>		<b>-</b>	<b>-</b>
<b>Total comprehensive loss for the year</b>		<b>(798,748)</b>	<b>(1,381,125)</b>
<b>Total comprehensive loss attributable to members</b>		<b>(798,748)</b>	<b>(1,381,125)</b>

The accompanying notes form part of these financial statements.

## STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2013

	Note	2013 \$	2012 \$
<b>Current Assets</b>			
Cash and cash equivalents	6	1,178,135	1,201,404
Trade and other receivables	7	197,617	128,407
Financial assets	8	4,637,494	4,680,216
Other assets	9	405,297	448,406
<b>Total Current Assets</b>		<b>6,418,543</b>	<b>6,458,433</b>
<b>Non-Current Assets</b>			
Trade and other receivables	7	350,000	350,000
Financial assets	8	10,367	10,367
Plant and equipment	10	1,046,593	1,342,154
Intangible assets	11	50,179	24,919
<b>Total Non-current Assets</b>		<b>1,457,139</b>	<b>1,727,440</b>
<b>Total Assets</b>		<b>7,875,682</b>	<b>8,185,873</b>
<b>Current Liabilities</b>			
Trade and other payables	12	6,086,179	5,709,774
Provisions	13	648,380	587,938
<b>Total Current Liabilities</b>		<b>6,734,559</b>	<b>6,297,712</b>
<b>Non-Current Liabilities</b>			
Provisions	13	284,333	232,623
<b>Total Non-current Liabilities</b>		<b>284,333</b>	<b>232,623</b>
<b>Total Liabilities</b>		<b>7,018,892</b>	<b>6,530,335</b>
<b>Net Assets</b>		<b>856,790</b>	<b>1,655,538</b>
<b>Equity</b>			
Retained earnings		856,790	1,655,538
<b>Total Equity</b>		<b>856,790</b>	<b>1,655,538</b>

The accompanying notes form part of these financial statements.

## STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2013

	Retained Earnings \$
Balance as at 1 July 2011	3,036,663
Loss for the year	(1,381,125)
<b>Balance as at 30 June 2012</b>	<b>1,655,538</b>
Loss for the year	(798,748)
<b>Balance as at 30 June 2013</b>	<b>856,790</b>

The accompanying notes form part of these financial statements.

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2013

		2013	2012
	Note	\$	\$
<b>Cash Flows from Operating Activities</b>			
Receipts from members and customers		13,683,991	13,724,907
Payments to suppliers and employees		(13,817,989)	(15,524,555)
Interest received		215,936	287,047
<b>Net cash provided by/(used in) operating activities</b>		<b>81,938</b>	<b>(1,512,601)</b>
<b>Cash Flows from Investing Activities</b>			
Acquisition of intangible assets		(45,871)	(10,410)
Purchase of plant and equipment		(102,058)	(273,411)
Proceeds from sale of plant and equipment		-	1,190
Proceeds from bank term deposits		42,722	946,301
<b>Net cash provided by/(used in) investing activities</b>		<b>(105,207)</b>	<b>663,670</b>
<b>Net decrease in cash held</b>		<b>(23,269)</b>	<b>(848,931)</b>
Cash and cash equivalents at beginning of the financial year		1,201,404	2,050,335
<b>Cash and cash equivalents at end of the financial year</b>	<b>6</b>	<b>1,178,135</b>	<b>1,201,404</b>

The accompanying notes form part of these financial statements.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

### NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Institute of Public Accountants Ltd has elected to early adopt the Australian Accounting Standards - Reduced Disclosure Requirements as set out in AASB 1053: *Application of Tiers of Australian Accounting Standards* and AASB 2010-2: *Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements*. Accordingly, the entity has also early adopted AASB 2011-2: *Amendments to Australian Accounting Standards arising from Trans-Tasman Convergence Project - Reduced Disclosure Requirements* and AASB 2012-7: *Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements in respect of AASB 2010-6: Amendments to Australian Accounting Standards – Disclosures on Transfer of Financial Assets* and AASB 2011-9: *Amendments to Australian Accounting Standards – presentation of Items of Other Comprehensive Income*.

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards – Reduced Disclosure Requirements of the Australian Accounting Standards Board (AASB) and the Corporations Act 2001. The company is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for the cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

The financial statements were authorised for issue on 30 August 2013 by the directors of the company.

#### a. Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less.

#### b. Income Tax

IPA is a not-for-profit organisation to which the principle of mutuality applies. The principle of mutuality is a common law principle arising from the premise that a person cannot profit from himself. The effect of this is that IPA only pays income tax on net income, which is not derived from members. Income, which is derived from members, is exempt from income tax.

#### c. Trade and Other Receivables

Trade receivables, which comprise amounts due from memberships and from services provided, are recognised and carried at original invoice amount less an allowance for any uncollectible amounts. Normal terms of settlement vary from seven to ninety days. The carrying amount of the receivable is deemed to reflect fair value.

An allowance for impairment is made when there is objective evidence that IPA will not be able to collect the debts.



# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013 (CONTINUED)

## NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### d. Plant and Equipment

Plant and equipment are measured on the cost basis and are therefore carried at cost less accumulated depreciation and any accumulated impairment losses. In the event the carrying amount of plant and equipment is greater than its estimated recoverable amount, the carrying amount is written down immediately to its estimated recoverable amount and impairment losses are recognised either in profit or loss. A formal assessment of recoverable amount is made when impairment indicators are present.

### Depreciation

The depreciable amount of all fixed assets, including capitalised leased assets, is depreciated on a straightline basis over the asset's useful life to IPA commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable assets are:

Class of Fixed Asset	Depreciation Rate
Leasehold improvements	10 - 12.5%
Plant and equipment	12 - 40%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are recognised in profit or loss in the period in which they arise.

### e. Leases

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to IPA, are classified as finance leases. Finance leases are capitalised, recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual values.

Leased assets are depreciated on a straightline basis over their estimated useful lives where it is likely that IPA will obtain ownership of the asset. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are recognised as expenses on a straightline basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

### f. Financial Instruments

#### Initial recognition and measurement

Financial assets and financial liabilities are recognised when IPA becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that IPA commits itself to either purchase or sell the asset (that is, trade date accounting is adopted). Financial instruments are initially measured at fair value plus transaction costs except where the instrument is classified as at fair value through profit or loss in which case transaction costs are expensed to statement of comprehensive income immediately.

## NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### f. Financial Instruments (continued)

#### Classification and subsequent measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method or cost. Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as the amount at which the financial asset or financial liability is measured at initial recognition less principal repayments and any reduction for impairment, and adjusted for any cumulative amortisation of the difference between that initial amount and the maturity amount calculated using the effective interest method.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense item in profit or loss.

Fair value is determined based on current bid prices for all quoted investments. Valuation techniques are applied to determine the fair value for all unlisted securities, including recent arm's length transactions, reference to similar instruments and option pricing models.

#### (i) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised. Loans and receivables are included in current assets, except for those which are not expected to mature within 12 months after the end of the reporting period, which will be classified as non-current assets.

#### (ii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is IPA's intention to hold these investments to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

Held-to-maturity investments are included in non-current assets, except for those which are expected to mature within 12 months after the end of the reporting period.

If during the period IPA sold or reclassified more than an insignificant amount of the held-to-maturity investments before maturity, the entire held-to-maturity investment would be tainted and reclassified as available-for-sale.

#### (iii) Financial liabilities

Non-derivative financial liabilities other than financial guarantees are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial liability is derecognised.

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013 (CONTINUED)

## NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### f. Financial Instruments (continued)

#### Impairment

At the end of each reporting period, IPA assesses whether there is objective evidence that a financial asset has been impaired. A financial asset (or a group of financial assets) is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a 'loss event') having occurred, which has an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale financial instruments, a significant or prolonged decline in the market value of the instrument is considered to constitute a loss event. Impairment losses are recognised in profit or loss immediately.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduced carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that they carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance accounts.

When the terms of financial assets that would otherwise have been past due or impaired have been renegotiated, IPA recognises the impairment for such financial assets by taking into account the original terms as if the terms have not been renegotiated so that loss events that have been occurred are duly considered.

#### De-recognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expires or the asset is transferred to another party whereby IPA no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are discharged, cancelled or have expired.

The difference between the carrying value of the financial liability, which is extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

#### g. Impairment of Assets

At the end of each reporting period, IPA assesses whether there is any indication that an asset may be impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard.

Where it is not possible to estimate the recoverable amount of an individual asset, IPA estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Impairment testing is performed annually for intangible assets with indefinite lives.

## NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### h. Intangible Assets

IPA has capitalised the legal and patent costs of changing the name to the Institute of Public Accountants Ltd. The amount capitalised is amortised over three years. (Refer Note 11).

### i. Trade and Other Payables

Trade payables and other payables represent liabilities for goods and services received by IPA during the reporting period that remain unpaid at the end of the reporting period. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

### j. Provisions

Provisions are recognised when IPA has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions recognised represent the best estimate of the amounts required to settle the obligation at the end of the reporting period.

### k. Employee Benefits

Provision is made for IPA's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increase and the probability that the employee may not satisfy vesting requirements. Those cash outflows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows.

### l. Government Grants

Government grants are recognised at fair value where there is reasonable assurance that the grant will be received and all grant conditions will be met.

### m. Revenue

Revenue from membership subscriptions and receipts attributable to the current financial year are recognised as revenue. Members' subscriptions and receipts relating to periods beyond the current financial year are shown in the statement of financial position as members' subscriptions in advance under the heading of payables in current liabilities.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Revenue from the rendering of a service is recognised upon the delivery of the service to the members and customers.

All revenue is stated net of the amount of goods and services tax (GST).

### n. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013 (CONTINUED)

## NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### n. Goods and Services Tax (GST) (continued)

Cash flows are presented on a gross basis. The GST component of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows included in receipts from customers or payable to suppliers.

### o. Comparative Figures

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

### p. Critical Accounting Estimates and Judgements

The directors evaluate estimates and judgements incorporated into the financial statement based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within IPA.

### Key Estimates – Impairment

Receivables are stated net of a provision for impairment of doubtful member and non-member debts of \$689 (2012: \$44,233).

### Key Judgements

#### Loan to Association of Accounting Technicians (Australia) Ltd ("AAT")

IPA is owed \$350,000 as per an agreement with AAT. The directors assess at the financial year end, the likelihood of repayment at the designated due date as per the agreed arrangement (Refer Note 7). AAT also shares accommodation with IPA and pays interest on the loan. The status of those obligations at 30 June 2013 is also taken into account when the assessment is made of any impairment to the loan.

	2013	2012
	\$	\$
<b>NOTE 2: REVENUE</b>		
<b>Operating revenue</b>		
Members subscriptions	8,482,524	9,243,730
Members activities	2,054,695	1,563,924
NOOSR Assessments	416,410	352,385
Non-member activities	1,358,068	1,581,510
Interest income	206,389	301,560
Other revenue	105,911	70,556
Management fees	52,066	50,359
<b>Total operating revenue</b>	<b>12,676,063</b>	<b>13,164,024</b>

## NOTE 3: LOSS FOR THE YEAR

The following significant expense items are relevant in explaining the financial performance:

Rental expense on premises	860,235	822,490
Depreciation	395,722	398,846
Loss on disposal of plant and equipment	1,897	18,308
Employee benefits expense	5,407,323	5,263,940
Advertising and promotions	1,033,007	1,824,003
Impairment of receivables	25	27,267

### Profession Related Costs

Australian Professional Ethical Standards Board contribution	436,900	418,333
International Federation of Accountants contribution	104,089	104,042
Australian Council of Professions	9,691	9,455
Confederation of Asian and Pacific Accountants (CAPA)	20,376	21,053
Accounting & Finance Association of Australia & New Zealand	26,523	53,045

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013 (CONTINUED)

### NOTE 4: INCOME TAX EXPENSE

The prima facie income tax benefit at 30 per cent on the net loss attributable to the members of IPA of (\$239,624) (2012: income tax benefit of \$414,338) is offset by a permanent difference arising from mutual activities with members and unconfirmed accumulated tax losses.

At financial year end, unconfirmed accumulated tax losses of \$6,736,503 (2012: confirmed accumulated tax losses of \$5,937,754) existed, giving rise to a potential future tax benefit.

The potential future tax benefit attributable to the tax losses is not recognised, as realisation is not probable.

	2013	2012
	\$	\$

### NOTE 5: KEY MANAGEMENT PERSONNEL COMPENSATION

The total remuneration paid to 5 (2012: 6) key management personnel of IPA during the year was as follows:

Key management personnel compensation	1,131,303	1,117,354
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### NOTE 6: CASH AND CASH EQUIVALENTS

Cash at bank and on hand	10,527	2,384
Deposits at call	667,608	699,020
Short term deposits	500,000	500,000

Total cash and cash equivalents	1,178,135	1,201,404
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### NOTE 7: TRADE AND OTHER RECEIVABLES

#### Current

Trade receivables	190,421	169,577
Provision for impairment of receivables	(689)	(44,233)

Trade receivables, net	189,732	125,344
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Other receivables	7,885	3,063
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Total current trade and other receivables	197,617	128,407
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#### Non-Current

Loan - Association of Accounting Technicians (Australia) Ltd	350,000	350,000
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	2013	2012
	\$	\$

### NOTE 7: TRADE AND OTHER RECEIVABLES (CONTINUED)

#### Provision for Impairment of Receivables

Movement in the provision for impairment of receivables between the beginning and the end of the current financial year is as follows:

Balance at beginning of the year	44,233	31,139
- Charge for the year	25	27,267
- Written back	(23,607)	-
- Written off	(19,962)	(14,173)
Balance at end of the year	689	44,233

#### Loan to Association of Accounting Technicians (Australia) Ltd

The directors have assessed the carrying amount at balance date and have determined that the recoverable amount is the carrying amount. The principal sum repayment was deferred by a Deed of Variation of Loan Agreement dated 19 March 2012 and repayments will start from 30 June 2016 and finish on 30 June 2021.

The Association of Accounting Technicians (Australia) Ltd has the option to repay amounts earlier. The loan is subject to interest at a rate of 0.5% above the 90 day bank bill rate per annum.

### NOTE 8: FINANCIAL ASSETS

#### Current

Bank term deposits	4,637,494	4,680,216
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#### Non-Current

Rental deposit	10,367	10,367
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### NOTE 9: OTHER ASSETS

Deposits	30,806	13,932
Prepayments	277,244	297,801
Accrued income	97,247	136,673
Total other assets	405,297	448,406

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013 (CONTINUED)

	2013	2012
	\$	\$
<b>NOTE 10: PLANT AND EQUIPMENT</b>		
Plant and equipment - at cost	1,956,291	2,027,358
Accumulated depreciation	(1,470,228)	(1,378,736)
<b>Total plant and equipment</b>	<b>486,063</b>	<b>648,622</b>
Leasehold improvements - at cost	1,369,079	1,369,078
Accumulated depreciation	(808,549)	(675,546)
<b>Total leasehold improvements</b>	<b>560,530</b>	<b>693,532</b>
<b>Total plant and equipment</b>	<b>1,046,593</b>	<b>1,342,154</b>

### Movements in Carrying Amounts

Movement in the carrying amounts for each class of plant and equipment between the beginning and the end of the current financial year are as follows:

	Plant and Equipment	Leasehold Improvements	Total
	\$	\$	\$
Carrying amount as at 1 July 2012	648,622	693,532	1,342,154
Additions	102,058	-	102,058
Disposals	(1,897)	-	(1,897)
Depreciation expense	(262,720)	(133,002)	(395,722)
<b>Carrying amount as at 30 June 2013</b>	<b>486,063</b>	<b>560,530</b>	<b>1,046,593</b>

### NOTE 11: INTANGIBLE ASSETS

	2013	2012
	\$	\$
Patents - at cost	78,557	32,686
Accumulated amortisation	(28,378)	(7,767)
<b>Total intangible assets</b>	<b>50,179</b>	<b>24,919</b>

### Movements in Carrying Amounts

Movement in carrying amount between the beginning and the end of the current financial year are as follows:

Balance at beginning of the year	24,919	22,256
Additions	45,871	10,410
Amortisation expense	(20,611)	(7,747)
<b>Balance at end of the year</b>	<b>50,179</b>	<b>24,919</b>

	2013	2012
	\$	\$
<b>NOTE 12: TRADE AND OTHER PAYABLES</b>		
Members subscriptions in advance	4,168,097	4,184,460
Trade payables	537,690	328,586
Other income in advance	482,648	261,695
Accrued expenses	643,813	672,699
GST payable	253,931	262,334
<b>Total trade and other payables</b>	<b>6,086,179</b>	<b>5,709,774</b>

### NOTE 13: PROVISIONS

#### Current

Employee entitlements	648,380	587,938
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#### Non-current

Employee entitlements	161,630	113,494
Lease restoration	122,703	119,129

<b>Total non-current provisions</b>	<b>284,333</b>	<b>232,623</b>
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<b>Total provisions</b>	<b>932,713</b>	<b>820,561</b>
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#### Movement in Provisions

	Employee entitlements	Lease Restoration	Total
	\$	\$	\$
Balance at 1 July 2012	701,432	119,129	820,561
Additional provisions	455,312	3,574	458,886
Amounts used	(346,734)	-	(346,734)
<b>Balance at 30 June 2013</b>	<b>810,010</b>	<b>122,703</b>	<b>932,713</b>

#### Provision for Long-term Employee Benefits

A provision has been recognised for employee entitlements relating to long service leave. In calculating the present value of future cash flows in respect of long service leave, the probability of long service leave being taken is based on historical data. The measurement and recognition criteria relating to employee benefits have been included in Note 1.

#### Provision for Lease Restoration

A provision has been recognised for the restoration of leased property to the condition to that when leases were commenced where the lease document provides. A liability exists on the Melbourne property. A discount rate adjusted to reflect the changing values over time has been considered and applied.



## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013 (CONTINUED)

	2013	2012
	\$	\$
<b>NOTE 14: COMMITMENTS</b>		
<b>Operating Lease Commitments</b>		
Non-cancellable operating leases contracted for but not capitalised in the financial statements		
Payable — minimum lease payments		
- not later than 1 year	1,093,430	993,423
- between 1 year and 5 years	2,780,921	3,192,184
- greater than 5 years	-	287,904
<b>Total operating lease commitments</b>	<b>3,874,351</b>	<b>4,473,511</b>

IPA leases office equipment and office premises throughout Australia's capital cities. The equipment leases are all for fixed rentals. Increases in lease commitments may occur in line with annual review based on either changes in the rental market or the Consumer Price Index. IPA holds lease renewal options which are not judged to have any material value that can be reliably valued and so are not recognised.

### NOTE 15: RELATED PARTY TRANSACTIONS

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated. Transactions with related parties are as follows:

		2013	2012
		\$	\$
<b>Director</b>	<b>Directors Employer</b>		
Glenn Cameron Mann	APMS Group	6,600	6,600
Gregory Robert Parr	Scales & Partners Lawyers	6,600	4,950
Kevin Brian Dawes	Strategic Plus Pty Ltd	6,600	6,600
Nordin Zain	Prospect Alliance Consulting	6,600	6,600
Damien Scott Moore	Carrington Accounting Services	6,600	6,600
Christine Julianne Leetham	TAFE NSW	-	14,520
Russell Alan Hillard	R & J Financial Services	6,600	6,600
Jason Richard Parker	Parker Accounting & Financial Services	9,900	6,600
Anthony Gerard McCartin	McCartin & Associates	6,600	6,600
David Anthony Lever	Greater Geelong City Council	6,600	6,600
Wendy Leegel	Leegel Consulting Pty Ltd	6,600	6,600
Leah-Barbara Maguire	Defence Force Commissions of Inquiry	-	-

### Transactions with Related Parties

Representatives of IPA are on the Board of Association of Accounting Technicians (Australia) Ltd.		
IPA leases the Tasmania office premises from Denis Laing – State president (NDC)	18,205	16,800
IPA provided rental accommodation and services during the financial year which are paid to 30 June 2013.	52,066	50,359
Loan receivable from Association of Accounting Technicians (Australia) Ltd (Note 7)	350,000	350,000

### NOTE 16: CONTINGENT LIABILITIES

Bank guarantees for the term of the operating leases for periods in a range from 3 to 6 years	381,554	376,166
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Indemnities for bank guarantees to the lessors' of properties occupied under operating leases at 555 Lonsdale Street, Melbourne; 447 Kent Street, Sydney; 60 Hindmarsh Square, Adelaide; and 300 Queen Street, Brisbane.

**NOTE 17: FINANCIAL RISK MANAGEMENT**

The company's financial instruments consist mainly of deposits with banks, short-term investments, accounts receivable and payable and leases.

The carrying amounts for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to these financial statements, are as follows:

		2013	2012
	Note	\$	\$
<b>Financial Assets</b>			
Cash and cash equivalents	6	1,178,135	1,201,404
Loans and receivables	7	547,617	478,407
Financial assets and deposits	8 & 9	4,678,667	4,704,515
<b>Total financial assets</b>		<b>6,404,419</b>	<b>6,384,326</b>
<b>Financial Liabilities</b>			
Financial liabilities at amortised cost:			
- Trade and other payables	12	1,435,434	1,263,619
<b>Total financial liabilities</b>		<b>1,435,434</b>	<b>1,263,619</b>

**NOTE 18: EVENTS AFTER THE REPORTING PERIOD**

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of IPA, the results of those operations or the state of affairs of IPA in future financial years.

## DIRECTORS' DECLARATION

In accordance with a resolution of the directors of Institute of Public Accountants Ltd, the directors of Institute of Public Accountants Ltd declare that:

1. The financial statements and notes, as set out on pages 21 to 38, are in accordance with the Corporations Act 2001 and:
  - i comply with Australian Accounting Standards – Reduced Disclosure Requirements; and
  - ii give a true and fair view of the financial position of the company as at 30 June 2013 and of its performance for the financial year ended on that date.
2. In the directors' opinion there are reasonable grounds to believe that the Institute of Public Accountants Ltd will be able to pay its debts as and when they become due and payable



JASON PARKER FIPA  
PRESIDENT



RUSSELL ALAN HILLARD FIPA  
TREASURER

Signed in Melbourne, this 30th day of August 2013.

### **Institute of Public Accountants Head Office**

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Hobart | Perth | Kuala Lumpur | Beijing

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International enquiries can be directed to IPA Head Office.

**Digital Hub:** [pubacct.org.au](http://pubacct.org.au)

