

Annual Report

2017



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Report from the Chair

The past year has been one of great change for IAP2 Australasia, presenting a number of challenges along the way. These challenges have enabled us to identify opportunities to strengthen and grow. We look forward to working with you over the coming year to implement and embed positive changes for the future of the organisation.

Once again we have seen an increase in membership in Australia and New Zealand as more and more practitioners recognise the value of being connected to the largest IAP2 affiliate in the world. The IAP2 Ambassador program, which recognises the contribution of long standing members towards the practice, is being reviewed. Together with the ambassadors we look forward to identifying opportunities to strengthen IAP2's presence and impact.

Our partnership with Open State at the 2016 Australasian Conference in Adelaide substantially increased attendance, and gave us the opportunity to offer a richer program, and contribute more widely to the broader community throughout the year. We anticipate developing new partnerships going forward, as collaboration is key to increasing the success and range of local events and larger events such as conferences, forums and symposiums both in Australia and New Zealand.

In consultation with IAP2 Australasia trainers we have identified improvements to the training program that will be implemented. In the coming year, new courses will be rolled out and the current training offerings will be reviewed.

Last year saw an increase in IAP2 Australasia training as more organisations recognised the value of community and stakeholder professional development. Our relationship with the IAP2 Federation is growing ever stronger as Australasian Board member, Kylie Cochrane was recently appointed the Presiding Member of the IAP2 Federation Board.

Over the past year, Affiliates have been allocated responsibility to lead various projects with Canada reviewing the Spectrum and Australasia and the Indonesian Affiliate building the relationship with the United Nations Economic and Social Commission for Asia and Pacific (UN ESCAP) to support opportunities to advance the practice with their 53 member states to achieve the United Nations Sustainable Development Goals. We look forward to sharing more details in the near future.

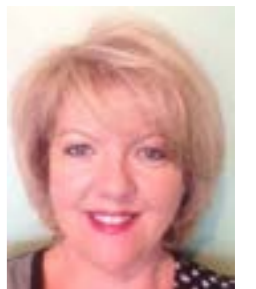
The Core Values Awards has continued to attract a strong number of high quality submissions. Recognition for the high standard of work being carried out in Australasia has once again been, acknowledged internationally with Landcorp, from Western Australia winning the International Organisation of the Year Award in 2016.

Closer to home, we deployed a new website and we have been working hard to fine tune it to suit the needs of our members and visitors. We will continue to improve its functionality and all feedback is welcome.

To enable a more dynamic and "Australasian" service the IAP2 office has moved to a distributed work force. This allows us to connect more personally with members and networks across the region and assisted in the recruitment of our new Brisbane-based CEO, Marion Short. We welcome Marion and look forward to renewed growth and a focus on strengthening the organisation and value for members. Marion has excellent relationship building skills and considerable experience developing and implementing strategy within collaborative operating models.

On behalf of the Board, I would like to thank the IAP2 Australasia members, IAP2 Ambassadors, IAP2 Australasia trainers, staff, volunteers and partners for contributing to advancing the practice across Australasia. I'd also like to acknowledge the contribution of Darren Keenan, past Relationship Manager at IAP2 Australasia, and wish him all the very best for the future.

We look forward to working with you over the next 12 months.



Leanne Hartill
Chair
IAP2 Australasia

Practice Development & Training

We again find that we had a busy year of activity. Activities around the training have taken significance this year with projects that have included the development of the new core module for the Advanced Certificate in Engagement, recruitment of new trainers and negotiations of a new agreement for our trainers.

We have continued to participate with our members and partners to continue to promote the practice of community and stakeholder engagement. Whether this be through speaking at events, promotion of IAP2 Australasia at conferences or providing feedback into governmental processes that seek to develop better engagement frameworks.



New Zealand Symposium 2016

Training

In the past year IAP2 Australasia has successfully delivered training to more participants and organisations than in previous years. This has allowed us to gather rich feedback on the quality and delivery of our training.

Together with the IAP2 Australasia trainers we have identified areas for improvement within the training offerings. These include reviewing all the course content and materials and developing new courses to suit the growing needs of our membership.

This year has marked the first year the complete Advanced Certificate in Engagement was available, with the release of the core module, Strategies for Complex Engagement. Experienced engagement professionals have been attending this training, learning new and extended concepts and skills, along the way sharing their wealth of experience with fellow participants and the trainers.

Encouraging to note is that many organisations are now training a cohort of staff, not just in engagement roles, but across their organisation. This is a demonstration of cultural change towards the commitment of delivering good engagement practice as core business.

Delivery of the complete Certificate in Engagement training has occurred in Adelaide, Canberra, Darwin, Hobart, and Perth, reducing cancellations in these locations and improving training outcomes.

Last year we licensed an additional four trainers to deliver our Certificate in Engagement training. They now have all delivered many sessions of our training, and are being well received by participants, further extending our panel of professional and expert trainers in community and stakeholder engagement.

Moving forward, we are working towards developing of new training modules, further extending the offering of our professional development.

The following is a summary of the training delivered by IAP2 Australasia in 2016-17.

Public
 Total sessions: 81
 Total participants: 1583

In-House (private)
 Total sessions: 41
 Total participants: 727

Training Locations

Training was held in cities across Australia and New Zealand. We were also fortunate to support our members by delivering training sessions in the following regional areas of both countries:

- | | |
|------------------|------------|
| Adelaide | Leeton |
| Alice Springs | Leongatha |
| Auckland | Mackay |
| Ballarat | Melbourne |
| Bright | Mildura |
| Brisbane | Newcastle |
| Broken Hill | Noosa |
| Canberra | Parramatta |
| Cessnock | Perth |
| Christchurch | Queanbeyan |
| Cockburn Central | Sydney |
| Coffs Harbour | Tatura |
| Darwin | Toowoomba |
| Dunedin | Wellington |
| Emerald | Wonthaggi |
| Hamilton | Hurstville |
| Hobart | |

IAP2 Australasia 2016 Conference The Future of Engagement and Democracy

The 2016 Australasia conference: The Future of Engagement and Democracy was held in Adelaide, South Australia from 17 – 19 October and was part of the Open State program, an initiative of the SA Premier Jay Wetherill. The Conference brought together representatives from across Australia, New Zealand, Indonesia, Singapore, England and America.

The Conference program included an official welcome from Premier Jay Wetherill and focused on the key themes; People, Power and Practice. Powerful Keynote presentations were delivered by Simon Burall, Director, Involve UK on “Democracy is broken: is more public participation really the answer?”, Maree Adshead, Open Data Institute, on “Open Data” and Shari Davis, City of Boston on “Youth Participatory Budgeting: Empowering Young People to Engineer Democracy”.

Over 230 delegates participated in the two and a half day program presented by over 50 presenters that showcased 30 Workshops and included citizens’ juries, keynotes and engagement tours as well as a session with the Core Values Awards winners providing great learning, sharing of knowledge and experience.

It was a fantastic opportunity to hear from practitioners who are leading in the field of community engagement. All of the speakers shared some unique insights, which enriched delegates experience, created thought-provoking dialogue and provided a powerful networking space to connect with

practitioners from home and around the world. Our IAP2 Ambassadors, volunteers, Board and staff, together with our facilitators welcomed delegates and encouraged great interaction during the workshops and plenary sessions setting the scene for an interactive, informative and fun-packed program. Special thanks to our Conference partners whose support is greatly valued and appreciated.



IAP2 Australasia member on a Bird ID walk on the foreshore with Birdlife Australia at the 2016 conference.





Core Values Awards 2016

IAP2 Australasia's Core Value Awards recognise outstanding projects and organisations that are at the forefront of public participation and community engagement. They were created to encourage excellence and innovation in this field.

On 18th October 2016 IAP2 Australasia presented 17 Awards at the Core Values Awards Gala Dinner held in conjunction with the annual conference in Adelaide- The Future of Democracy. The International IAP2 awards were also an important feature with several international delegates in attendance for the conference and awards presentation.

A special congratulation goes to LandCorp who won both Australasia Organisation of the Year and the International Organisation of the Year. It is encouraging to see that the Australasia region is leading the way in embedding engagement practice.

We would like to once again congratulate all of our winners featured below and take the opportunity to also thank our impressive judging team: Ray Tye, Noreen Rude, Jill Hannaford and Peter Middleton.



Core Values Awards Gala Dinner - Adelaide Convention Centre

Winners

Organisation Of The Year 2016

IAP2 Australasia Winner: LandCorp
Highly Commended: South Australian Department of Environment, Water and Natural Resources
IAP2 International Winner: LandCorp

Planning Award 2016

Winner: UrbanGrowth NSW
Project: The Bays Precinct
Highly Commended: Auckland Transport
Project: The New Network - Transforming the Way Aucklanders Use Public Transport

Environment Award 2016

Winner: Department of Environment, Water & Natural Resources SA, The Dog and Cat Management Board SA & democracyCo
Project: Dog and Cat Management Policy Reform - Stakeholder Engagement & Citizens' Jury Process

Health Award 2016

Winner: Victorian Health Promotion Foundation (VicHealth) and MosaicLab
Project: Victoria's Citizens' Jury on Obesity

Infrastructure Award 2016

Winner: Murrumbidgee Irrigation Area Renewal Alliance
Project: Hanwood Modernisation Project

Disaster & Emergency Services Award 2016

Winner: Surf Coast Shire Council
Project: The Fire Game Project

Community Development Award 2016

Winner: Cumberland Council
Project: Refugee Camp in My Neighbourhood

Indigenous Award 2016

Winner: Department of Local Government & Community Services Northern Territory
Project: Remote Engagement & Coordination Strategy

Australasian Project of the Year Award 2016

Winner; Australasian Winner: UrbanGrowth NSW
Project: The Bays Precinct
Australasian Highly Commended: Department of Local Government & Community Services Northern Territory
Project: Remote Engagement & Coordination Strategy

Australasian Research Award 2016

Winner: Strategic Engagement Unit, Department of the Premier & Cabinet SA
Project: Fund my Community

Encouragement Award 2016

Australasia Winner: Aurecon, Transport for New South Wales, Laing O'Rourke and RCR Infrastructure as Novo Rail
Project: Wynyard Station Upgrade





IAP2 Australasia Local Networks

IAP2 Australasia works with local network groups across Australia and New Zealand to coordinate a variety of local events and activities. These teams provide invaluable contribution and are the key to the local networks success. IAP2 Australasia currently has 14 Local network groups and looks forward to introducing more in the months ahead.

Current network groups:

- | | |
|-----------|---------------------|
| Sydney | Melbourne |
| Newcastle | North East Network |
| Brisbane | Auckland |
| Cairns | Christchurch |
| Hobart | Wellington |
| Darwin | Perth |
| Adelaide | Young Practitioners |

Our networks host a variety of events from social activities to professional development workshops focused on the needs of practitioners in the local area. Special thanks to our local network partners who provide assistance in many ways including speaker resource, provision of venues, AV and catering support their support is invaluable and greatly appreciated

What our members have to say about what they like about their local networks

- “Networking with other practitioners is valuable.”
- “Opportunities to participate in further training, networking opportunities and the ability to share practical and current knowledge and information.”
- “Appreciate being able to engage with other practitioners and learn directly from those within the industry.”
- “I value connecting with other practitioners and gaining insights, practice tips and support from them.”

Network partners include: GHD, Bang the Table, Aurecon, Articulous, City of Melville, Social Pinpoint, UrbanGrowth NSW, MosaicLab, Aha Consulting, Delib, North East Water, LandCorp, Consult Australia, Auckland Council and Urbis



Doing Democracy Differently with Dr Brett Hennig, Co-founder and Director, Sortition Foundation

IAP2 Australasia 2017 Auckland Symposium Community-led Change: the People Speak!

The 2017 IAP2 Australasia Annual Engagement Symposium took place in Auckland from Thursday 11 May to Friday 12 at the Heritage Hotel.

The theme of the New Zealand symposium was: "Community led-Change: The People Speak!" and was attended by over 80 delegates including the IAP2 Federation Board who provided a perspective of challenges and issues being experienced outside of Australasia.

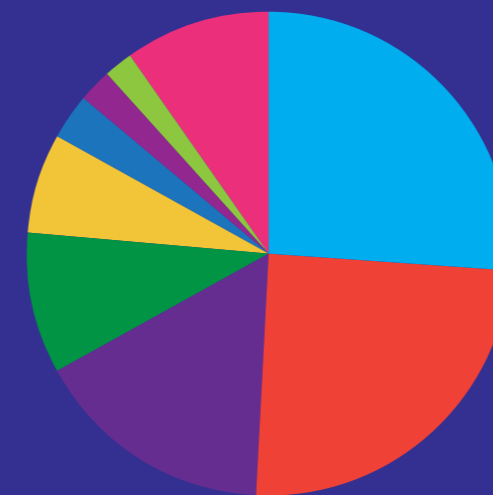
A diverse and highly experienced line-up of presenters contributed to a program that included workshops, engagement tours, keynotes and panels on, Maori, Youth, Environmental, Online, International, Infrastructure, Planning, and Health engagement. Special thanks to our program contributors and symposium working group.

Program details:

- Carol Hayward, Community Engagement Manager for Waitemata District Health Board, presenting on "Improving maternity services – hearing from the "quieter voices".
- Mike Cohen, QSM, JP, Devonport-Takapuna Local Board presenting on "Turning engagement on its head where the local community drives the process".

- Amy Donovan, Te Auaunga Awa – presenting on the environmental restoration project "Oakley Creek".
- Kirsty O'Connell, Director, Next Generation Engagement Project, Melbourne University.
- IAP2 Federation Board shared experiences, perspectives, trends, challenges and opportunities from Canada, Indonesia, South Africa, USA and Australia.
- Catherine Cooper, Youth-led Engagement: A Citizens' Jury to design a new Youth Advisory Panel. The session provided a youth-led demonstration of how the citizens' jury was run and outlined what the council would do with the recommendations and outcomes.
- Panel on Online Engagement with representatives from Articulous, GHD, Aurecon and Bang the Table.
- Janet Amey, on Healthy Rivers the Wai Ora project, Waikato.
- Tracy Walters on Maori engagement.

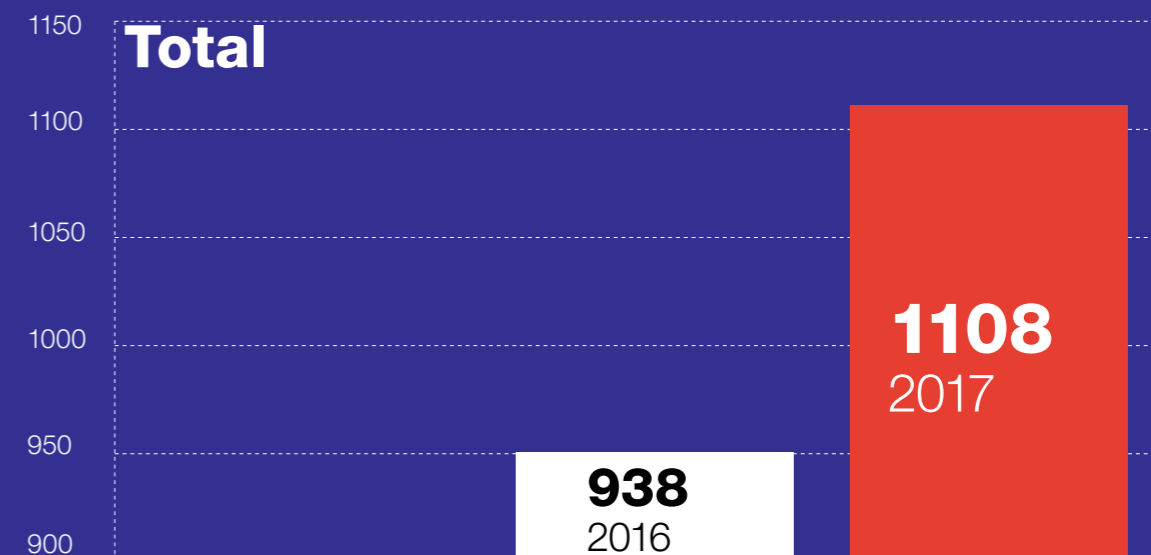
2017 Membership Highlights



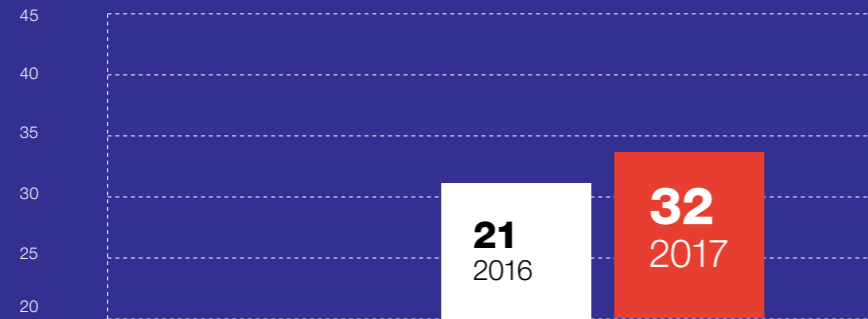
Memberships by region

2017	
267	New South Wales
277	Victoria
142	Queensland
92	Western Australia
69	South Australia
29	Northern Territory
17	Tasmania
23	Australian Capital Territory
131	New Zealand
Total	1050

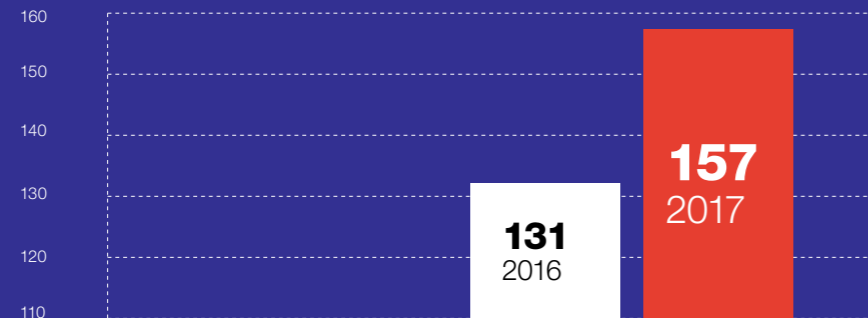
Total Number of Memberships



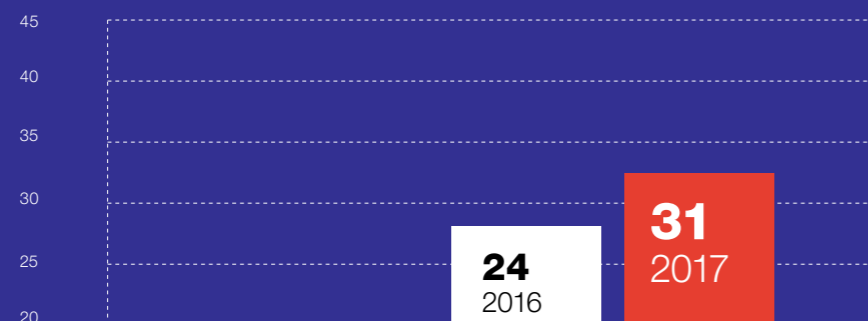
Small Business Memberships



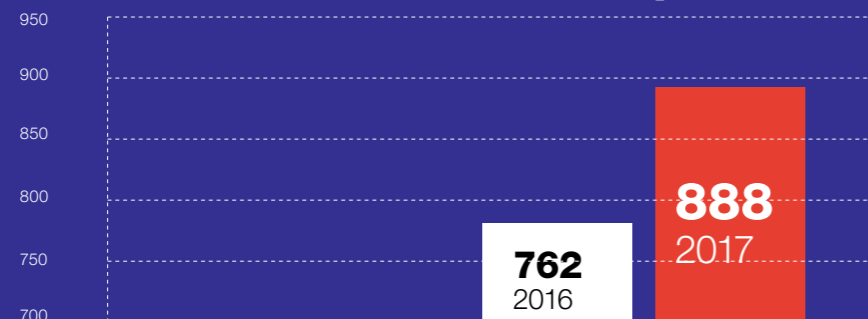
Corporate Memberships



Student Memberships



Individual Memberships



IAP2 Australasia Board



Leanne Hartill (Chair of the Board), Manager Neighbourhood Development, City of Melville

Leanne has been a member of IAP2 since 2007, Australasian Board Director from 2013 and the current Chair for Australasian Board, previously Regional Coordinator for WA. During her 11 years in local government she has honed her skills in governance, leadership, human resource and project management.



Helen Christensen, Associate at the Institute of Public Policy and Governance, University of Technology Sydney

Helen started her community engagement life in local government 11 years ago. Since then she's worked in community engagement roles in three councils in Queensland and Victoria as well as a consultancy. She is currently an Associate at the Institute of Public Policy and Governance at the University of Technology Sydney where she is also a PhD candidate looking at the professionalisation of community engagement in local government. Helen is also a trainer with IAP2 Australasia where she delivers the Certificate in Engagement program.



Kylie Cochrane, Global Lead, Communication and Stakeholder Engagement, Aurecon

Kylie is an industry influencer with more than 25 years' experience in community and stakeholder engagement, strategic communication and issues management. She is passionate about engagement and committed to promoting the professionalism of engagement practice. She has had the privilege of serving on the Board since 2013. Kylie is also the Presiding Member of the IAP2 Federation.



Mandi Davidson, Director, Project Engagement, Development Victoria

Mandi leads engagement for major civic projects including the redevelopment of Melbourne Park, Flinders Street Station and the State Library, complex urban renewal projects such as Melbourne's Docklands and property development projects across metropolitan Melbourne and regional Victoria. She has held senior communications and engagement roles on government infrastructure projects including the Victorian Desalination Project and Regional Rail Link.



Krystle Gray, Principal Manager Communication and Stakeholder Engagement, NSW Roads and Maritimes Services

Krystle has held senior roles managing strategic communication and engagement within the NSW and Australian public sectors and private industry. Krystle has a strong interest in advancing the profile of IAP2 and is passionate about driving change and innovative, best practice engagement within the public sector.



Kate Henderson, Learning Lead and Facilitator, MosaicLab

Kate has been a long standing member of IAP2 Australasia through her roles as a Community Engagement Adviser for the Department of Environment, Land, Water and Planning and the City of Melbourne. Her passion is deliberative engagement, specifically citizens' juries and she has worked on various juries, topics including climate change, obesity, nuclear waste, and has also worked on two 10-Year Plans for the City of Melbourne.



Margaret Harvie, Director, Plancom Consulting

Margie has advocated for community and stakeholder engagement as an IAP2 member for 16 years and an IAP2 trainer for eight years. She supports active advocacy to government with better information targeted at decision-makers as well as progressing our accreditation and quality assurance projects. She offers IAP2 Australasia business experience as a consultant and a Board member for an overseas aid NGO.



Donna Marshall, Technical Director, Communication and Stakeholder Engagement, Aurecon

An IAP2 member since 2004, Donna has over 20 years' engagement consulting experience in the civil, property and resource sectors and has completed over 250 engagement projects of varying size in QLD, NSW, VIC and WA. A Committee Member with Consult Australia and co-author of "Valuing Better Engagement". 2005, 2007, 2011 IAP2 Core Values Regional and National Awards recipient and 2012 IAP2 Australasia Project of the Year winner for the Murrindindi Shire Bushfire Memorials.



Ray Tye, Stakeholder Relationship Manager Southern, Housing New Zealand Corporation

Ray's interest and experience in public participation has been developed through a variety of communications and engagement roles in local, regional and central government over the past 16 years. Her project, the Christchurch Central City Plan won the Core Values 2012 NZ Project of the Year. Currently working for Housing New Zealand, Ray was a Core Values Awards judge in 2013 and 2014, and convened the judging panel for the 2015 and 2016 Core Values Awards.



Financial Report

Year Ended 30 June 2017

STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME FOR THE YEAR ENDED JUNE 2017

	Notes	2017 \$	2016 \$
Revenue	(2)	2,977,178	2,405,590
Membership costs		(3,782)	(6,321)
Training and event costs		(963,991)	(1,175,679)
Core value awards		(46,233)	(2,458)
Governance expenses		(75,873)	(83,874)
Employment expenses		(526,370)	(563,524)
General expenses		(657,676)	(370,499)
Surplus/(deficit) before income tax		703,253	203,235
Income tax expense	(1h)	-	-
Surplus/(deficit) for the year attributable to members		703,253	203,235
Other comprehensive income for the year		-	-
Total comprehensive income for the year attributable to members		703,253	203,235

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2017

	Notes	2017 \$	2016 \$
Current assets			
Cash and cash equivalents	(4)	1,132,176	495,196
Trade and other receivables	(5)	375,235	253,420
Other financial assets	(6)	150,000	150,000
Total current assets		1,657,411	898,616
Non current assets			
Plant and equipment	(7)	-	10,535
Intangible assets	(8)	79,543	82,913
Total non current assets		79,543	93,448
Total assets		1,736,954	992,064
Current liabilities			
Trade and other payables	(9)	602,836	565,396
Employee benefits	(10)	24,430	20,233
Total current liabilities		627,266	585,629
Total liabilities		627,266	585,629
Net assets		1,109,688	406,435
Members' equity			
Reserve	(18)	208,570	2,023
Retained earnings		901,118	404,412
Total members' equity		1,109,688	406,435

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR 30 JUNE 2017

	Notes	Special projects reserve \$	Foreign currency reserve \$	Retained earnings \$	Total \$
2016					
Balance as at 1 July 2015		-	-	356,080	356,080
Membership income adjustment pre 1 July 2016	(1n)	-	-	(154,903)	(154,903)
Surplus/(deficit)		-	-	203,235	203,235
Allocation to reserves		-	2,023	-	2,023
Balance as at 30 June 2016		-	2,023	404,412	406,435
2017					
Balance as at 1 July 2016		-	2,023	404,412	406,435
Surplus/(deficit)		-	-	703,253	703,253
Allocation to reserves	(18)	200,000	6,547	(206,547)	-
Balance as at 30 June 2017		200,000	8,570	901,118	1,109,688

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2017

	Notes	2017 \$	2016 \$
Cash flow from operating activities			
Revenue and other receipts		3,159,084	2,825,181
Interest receipts		5,060	9,502
Payments to employees and suppliers		(2,504,020)	(2,538,393)
Net cash generated from operating activities		660,124	296,290
Cash flow from investing activities			
Payments for intangible assets		(23,144)	(82,913)
(Transfer to)/proceeds from bank term deposits		-	102,811
Net cash provided by (used in) investing activities		(23,144)	19,898
Cash flow from financing activities			
Net cash used in financing activities		-	-
Net increase/(decrease) in cash		636,980	316,188
Cash at the beginning of the year		495,196	179,008
Cash held at the end of the year		1,132,176	495,196

NOTE 1 - STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements were authorised for issue on 12 October 2017 by the Board.

Basis of preparation

International Association for Public Participation Australasia Ltd applies Australian Accounting Standards – Reduced Disclosure Requirements as set out in AASB 1053 : Application of Tiers of Australian Accounting Standards. 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 Australian Charities and Not-for-profits Commission Act 2012 . 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 accrual basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

The functional currency is Australian dollars and the amounts presented in the financial statements have been rounded to the nearest dollar.

Accounting policies**a. Revenue**

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers. Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument. Interest revenue is recognised as it accrues, taking into account the effective yield on the financial asset. The gain or loss on disposal of non-current asset sales are recognised at the date control passes to the buyer, usually when an unconditional contract of sale is signed. The gain or loss on disposal is calculated as the difference between the carrying amount of the asset at the time of disposal and the net proceeds on disposal (including incidental costs). All revenue is stated net of the amount of goods and services tax (GST).

b. Intangible assets - website development

Website development is recorded at cost. Website development has a finite life and is carried at cost less accumulated amortisation and any impairment losses. It has an estimated life of four years and is assessed annually for impairment.

c. Leases

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight-line 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. The company has no finance leases.

NOTE 1 - STATEMENT 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 (refer to Note 1(j) for details of impairment). Plant and equipment that have been contributed at no cost, or for nominal cost, are valued and recognised at the fair value of the asset at the date it is acquired.

Depreciation

The depreciable amount of all fixed assets, is depreciated over the asset's useful life to the company commencing from the time the asset is held ready for use. Structural 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
Fixtures & fittings	20%
Office equipment	20% – 50%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each balance sheet date. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount. Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are recognised in profit or loss in the period in which they arise.

e. Financial instruments**Initial recognition and measurement**

Financial assets and financial liabilities are recognised when the company becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the company commits itself to either purchase or sell the asset. Financial instruments are initially measured at fair value plus transactions costs except where the instrument is classified 'at fair value through profit or loss' in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

The company only has financial instruments that are measured at amortised cost using the effective interest rate method or cost. 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 in the statement of comprehensive income.

Impairment

At each reporting date, the company assesses whether there is objective evidence that a financial instrument has been impaired. Impairment losses are recognised in the statement of comprehensive income.

NOTE 1 - STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued).**f. Cash and cash equivalents**

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

g. 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. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the statement of financial position are shown inclusive of GST. Cash flows are presented in the statement of cash flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

h. Income tax

No provision for income tax has been raised as the company is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997.

i. Provisions

Provisions are recognised when the company 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 reporting date.

j. Impairment of assets

At the end of each reporting period, the company 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 of disposal 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.

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

k. Comparative figures

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

l. Critical accounting estimates and judgments

The directors evaluate estimates and judgments incorporated into the financial report 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 the company.

NOTE 1 - STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued).**m. Employee benefits****Short-term employee benefits**

Provision is made for the company's obligation for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The company's obligations for short-term employee benefits such as wages and salaries are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

The company classifies employees' long service leave and annual leave entitlements as other long-term employee benefits as they are not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Provision is made for the company's obligation for other long-term employee benefits, which are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures, and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Upon the remeasurement of obligations for other long-term employee benefits, the net change in the obligation is recognised in profit or loss classified under employee benefits expense.

The company's obligations for long-term employee benefits are presented as non-current liabilities in its statement of financial position, except where the company does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current liabilities.

n. Membership income correction of error

As a result of changes in finance staff and the auditor, it was discovered for the year ended 30 June 2016 that the prepaid membership income figure was understated by \$154,903. The error has been corrected by restating each of the affected line items within the statement of financial position for the prior period. To this end, prepaid membership income has increased, and retained earnings have decreased respectively by \$154,903 as at 30 June 2016 and 1 July 2015. The error had no impact on the reported surplus / deficit for the year ended 30 June 2016. It is impracticable to determine the impact of the error, if any, for years ended before 30 June 2016 due to changes made in the calculation methodology for prepaid membership fees and also changes in company's management.

	2017	2016
	\$	\$
NOTE 2 - REVENUE		
Sales revenue		
Advertising income	12,390	13,024
National event income	283,764	195,303
Membership income	365,222	316,129
Membership income adjustment for prepayments	(34,111)	-
Training income	2,301,046	1,774,249
Regional event income	35,053	73,783
Other revenue		
Interest	5,060	9,502
Other income	8,754	23,600
Total revenue	2,977,178	2,405,590

NOTE 3 - SURPLUS / (DEFICIT)

Surplus / (Deficit) for the year has been determined after:

Rental expense on operating leases	18,540	21,898
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NOTE 4 - CASH AND CASH EQUIVALENTS

Cash at bank and in hand - Australian	930,474	430,048
Cash at bank and in hand - New Zealand	201,702	65,148
Total cash and cash equivalents	1,132,176	495,196

NOTE 5 - TRADE AND OTHER RECEIVABLES

Trade receivables	480,732	286,955
Provision for impairment	(105,497)	(33,535)
Total trade and other receivables	375,235	253,420

NOTE 6 - OTHER FINANCIAL ASSETS

Term deposit	150,000	150,000
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NOTE 7 - PLANT AND EQUIPMENT

Office equipment & furniture at cost	-	15,497
Less accumulated depreciation	-	(4,962)
Total plant and equipment	-	10,535

Movements in carrying amounts

Balance at beginning of year	10,535	13,863
Disposal	(10,535)	-
Depreciation expense	-	(3,328)
Carrying amount at end of year	-	10,535

	2017	2016
	\$	\$
NOTE 8 - INTANGIBLE ASSETS		
Website & CRM at cost	106,057	82,913
Less accumulated amortisation	(26,514)	-
Total intangible assets	79,543	82,913

Movements in carrying amounts

Balance at beginning of year	82,913	-
Additions	23,144	82,913
Amortisation expense	(26,514)	-
Carrying amount at end of year	79,543	82,913

NOTE 9 - TRADE AND OTHER PAYABLES

Accounts payable	106,792	104,296
Payable to taxation authorities	58,610	38,583
Accrued employment expenses	6,831	-
Customer deposits	232,199	-
Prepaid membership income (note 1n)	189,014	154,903
Prepaid income other	-	241,757
Other payables	9,390	25,857
Total trade and other payables	602,836	565,396

Financial liabilities classified as trade and other payables (note 13)

Total trade and other payables	602,836	565,396
Payable to taxation authorities	(58,610)	(38,583)
Customer deposits	(232,199)	-
Prepaid membership income	(189,014)	(154,903)
Prepaid income other	-	(241,757)
Total Financial liabilities classified as trade and other payables	123,013	130,153

NOTE 10 - EMPLOYEE BENEFITS

Annual leave	24,430	20,233
Total employee benefits	24,430	20,233

NOTE 11 - AUDITORS REMUNERATION

Audit services	9,907	9,000
Other services	182	-
Total	10,089	9,000

NOTE 12 - CONTINGENT ASSETS AND CONTINGENT LIABILITIES**Contingent Assets**

The company is not aware of any contingent assets as at 30 June 2017.

Contingent Liabilities

The company is not aware of any contingent liabilities as at 30 June 2017.

NOTE 13 - FINANCIAL RISK MANAGEMENT

The company's financial instruments consist mainly of deposits with banks, term deposits, accounts receivable and payables. The entity does not have any derivative instruments at 30 June 2017. The totals for each category of financial instruments are as follows:

	Notes	2017 \$	2016 \$
Financial assets			
Cash and cash equivalents	(4)	1,132,176	495,196
Trade and other receivables	(5)	375,235	253,420
Other financial assets	(6)	150,000	150,000
Total financial assets		1,657,411	898,616
Financial liabilities			
Trade and other payables	(9)	123,013	130,153
Total financial liabilities		123,013	130,153

NOTE - 14 CAPITAL AND LEASING COMMITMENTS**Significant operating lease commitments**

All significant operating leases were not renewed in 2017. The company does not have any operating lease commitments as at 30 June 2017.

Significant capital lease commitments

The company does not have any capital lease commitments as at 30 June 2017.

NOTE 15 - KEY MANAGEMENT COMPENSATION

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the company, directly or indirectly, including any directors (whether executive or otherwise) of that entity is considered key management personnel. The totals of remuneration paid to key management personnel of the company during the year are as follows:

	2017 \$	2016 \$
Compensation paid and payable	234,181	170,254

NOTE 16 - EVENTS AFTER THE REPORTING PERIOD

There has been no matter or circumstance that has arisen since the end of the financial year that has significantly affected or may significantly affect the operations of the company.

NOTE 17 - COMPANY DETAILS

The registered office of the company and principal place of business is Suite 8, 79 High Street, Kew, Victoria 3101.

NOTE 18 - RESERVES

	2017 \$	2016 \$
Special projects reserve	200,000	-
Foreign currency reserve	8,570	2,023
Total reserves	208,570	2,023

The Special project reserve are funds set aside for projects that are planned to deliver value to our members. The Foreign currency reserve records differences arising on conversion of New Zealand assets and liabilities to the functional currency.

NOTE 19 - RELATED PARTY TRANSACTIONS

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other persons. The details of each related party transaction in 2017 is as follows:

Details of transaction	Amount paid (received) 2017 \$	Related member & position held with company	Related party & relationship
Training courses for staff at City of Melville	(1,430)	Leanne Hartill (Director)	City of Melville (Employee)
Training courses for staff at Aurecon	(4,807)	Kylie Cochrane (Director) & Donna Marshall (Director)	Aurecon (Employees)
Advertising with the company	(1,430)	Kylie Cochrane (Director) & Donna Marshall (Director)	Aurecon (Employees)
Training courses for staff at Roads and Maritime Services NSW	(16,100)	Krystle Gray (Director)	Roads and Maritime Services NSW (Employee)
Training courses for staff at City of Melbourne	(20,735)	Kate Henderson (Director)	City of Melbourne (Employee)
Licence fees received by the company for private training courses	(18,975)	Helen Christensen (Director)	N/A
Amounts paid to University of Technology Sydney for the delivery of training courses	50,776	Helen Christensen (Director)	University of Technology Sydney (Employee)
Licence fees received by the company for private training courses	(10,670)	Keith Greaves (Director up to 18 October 2016)	AKA Projects (Owner)
Amounts paid to AKA Projects for the delivery of training courses	69,811	Keith Greaves (Director up to 18 October 2016)	AKA Projects (Owner)

CERTIFICATE BY DIRECTORS OF THE COMPANY

The directors of the registered entity declare that, in the directors' opinion:

- The financial statements and notes, are in accordance with the Australian Charities and Not-for-profits Commission Act 2012 and:
 - comply with Australian Accounting Standards – Reduced Disclosure Requirements; and
 - give a true and fair view of the financial position of the registered entity as at 30 June 2017 and of its performance for the year ended on that date.
- There are reasonable grounds to believe that the registered entity will be able to pay its debts as and when they become due and payable.

This declaration is signed in accordance with subs 60.15(2) of the Australian Charities and Not-for-profits Commission Regulation 2013 .



Leanne Hartill - Chair
Dated this 12 day of October 2017

INTERNATIONAL ASSOCIATION FOR PUBLIC PARTICIPATION AUSTRALASIA LTD

ABN 20 165 006 511

Auditor's Independence Declaration under S 60-40 of the *Australian Charities and Not-for-profits Commission Act 2012* to the Directors of International Association for Public Participation Australasia Ltd

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2017 there have been:

- i. no contraventions of the auditor independence requirements as set out in the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit; and
- ii. no contraventions of any applicable code of professional conduct in relation to the audit.



WILLIAM BUCK AUDIT (VIC) PTY LTD

ABN 59 116 151 136



AP MARKS

Director

Melbourne: 16th October 2017

**CHARTERED ACCOUNTANTS
& ADVISORS**

Level 20, 181 William Street
Melbourne VIC 3000

Telephone: +61 3 9824 8555

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International Association for Public Participation Australasia Ltd

Independent auditor's report to members

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial report of International Association for Public Participation Australasia Ltd (the Company), which comprises the statement of financial position as at 30 June 2017 and the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the director's declaration.

In our opinion the financial report of International Association for Public Participation Australasia Ltd has been prepared in accordance with Division 60 of the Australian Charities and Not-for-profits Commission Act 2012, including:

- a) Giving a true and fair view of the Company's financial position as at 30 June 2017 and of its financial performance for the year then ended; and
- b) Complying with Australian Accounting Standards – Reduced Disclosure Regime and Division 60 of the Australian Charities and Not-for-profits Commission Regulation 2013.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the Company in accordance with the auditor independence requirements of the Australian charities and Not-for-profits Commission Act 2012 (ACNC Act) and 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.

Other Information

The directors are responsible for the other information. The other information comprises the information included in the Company's annual report for the year ended 30 June 2017, but does not include the financial report and our auditor's report thereon.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

**CHARTERED ACCOUNTANTS
& ADVISORS**

Level 20, 181 William Street
Melbourne VIC 3000

Telephone: +61 3 9824 8555

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In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we concluded that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Directors for the Financial Report

The directors of the company are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards – Reduced Disclosure Regime and the ACNC Act and for such internal control as the directors determine 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 directors are responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

The Directors are responsible for overseeing the Company's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

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

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 Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.

- Conclude on the appropriateness of the directors' 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 Company'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 Company 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 the directors 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.



William Buck Audit (Vic) Pty Ltd

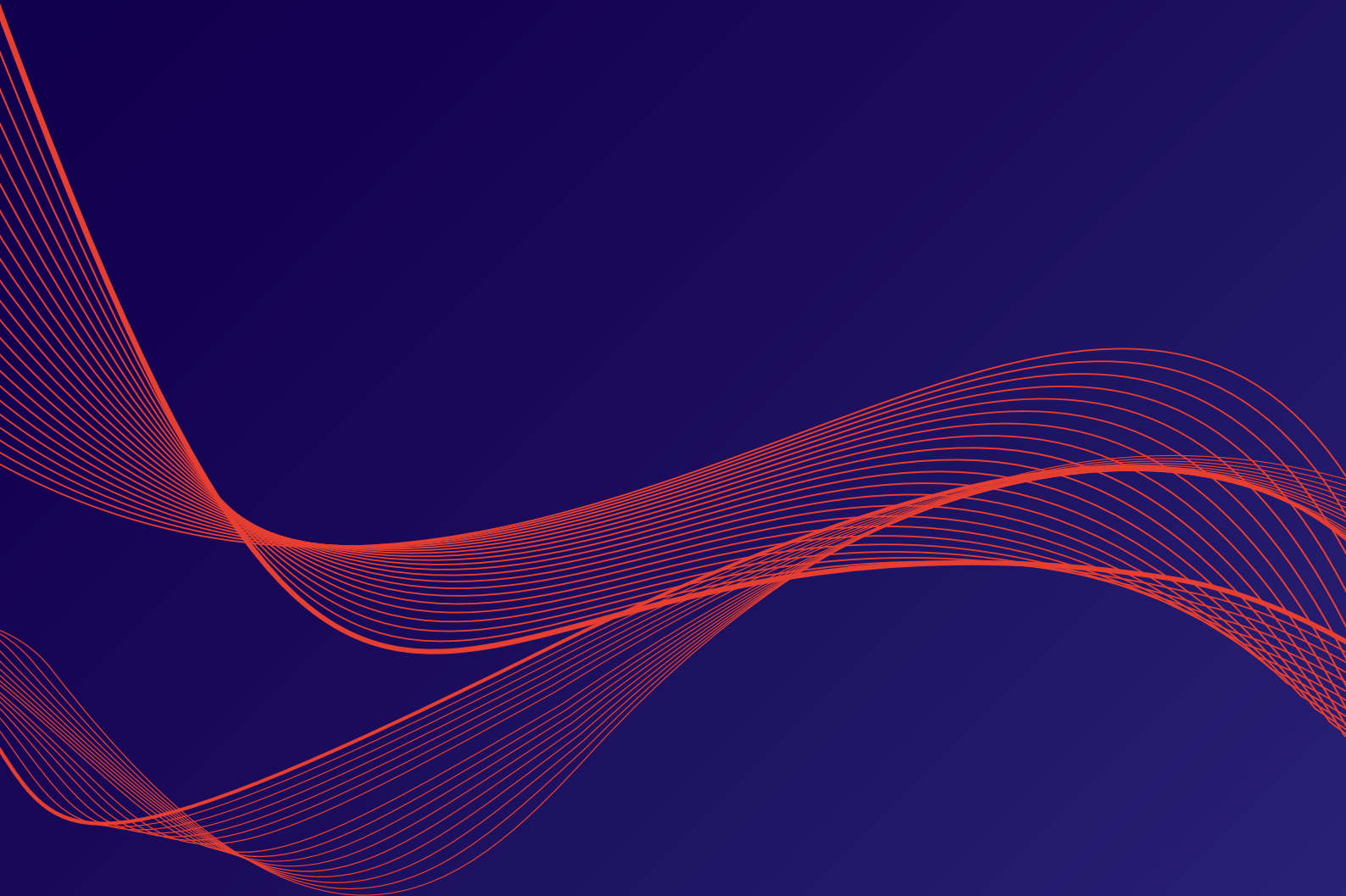
A.B.N. 59 116 151 136



A.P. MARKS

Director

Dated: Melbourne 16th October 2017



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