

FINANCIAL
REPORT

FINANCIAL REPORT

DIRECTORS' REPORT

The Directors present their report on the results of The Australian Psychological Society Limited ABN 23 000 543 788 (the Society) for the financial year ended 31 May 2013 and the state of affairs of the Society at that date. The following persons were directors of the Society during the whole of the financial year and up to the date of this report, or for a lesser time period as indicated:

Tim Hannan	
Michael Burge	Commenced 29/9/2012
Sue Carter	
Simon Crowe	Retired 29/09/2012
Erica Frydenberg	
Gina Geffen	Retired 20/08/2012
Mike Kyrios	
Anne Lipzker	Commenced 13/10/2012
Lyn Littlefield	
Alan Plumb	
Nick Reynolds	Retired 29/09/2012
Robert Rich	Retired 29/09/2012
Louise Roufeil	Commenced 29/09/2012 Retired 31/03/2013 (a)
Trang Thomas	
Jill Wright	Commenced 31/05/2013

(a) Louise Roufeil was initially elected as a Director on 29 September 2012, but she resigned on 31 March 2013 to take up a position as an Executive Manager in the Society's National Office.

Qualifications and experience of the Directors in office at the end of the financial year are on pages 6 and 7 of the Annual Report.

Principal activities

The principal activities of the Society during the year were the advancement of the scientific study and the professional practice of psychology. There were no significant changes in the nature of these activities during that period.

Operating and financial review

The net deficit for the year ended 31 May 2013 is \$496,922 (2012: \$230,995 surplus).

The review of the operations during the financial year and the results of those operations are noted elsewhere in the Annual Report.

Risk management

The Society takes a proactive approach to risk management. The Board is responsible for ensuring that risks, and also opportunities, are identified on a timely basis and that the Society's objectives and activities are aligned with the risks and opportunities identified by the Board.

The Board has established a separate Risk Management Committee to assist the Board to manage risk. From time to time the Board may also convene separate committees to further examine specific issues and risks, and have that committee report back to the Board.

The Board has a number of mechanisms in place to ensure that management's objectives and activities are aligned with the risks identified by the Board. These include the following:

- Board approval of a Strategic Plan, which encompasses the Society's vision, mission and strategy statements, designed to meet stakeholders' needs and manage business risk
- Implementation of Board-approved operating plans and budgets and Board monitoring of progress against these budgets
- The establishment of the Finance, Investment and Audit Committee, which assists in meeting the Board's responsibility to manage the Society's financial risks. The Committee advises the Board on such matters as the Society's liquidity, interest rate and credit policies and exposures, and monitors management's actions to ensure they are in line with the Society's policy.

Dividends

No portion of surplus in any year shall be paid to members by way of dividends, bonus or otherwise.

Significant changes in the state of affairs

There were no significant changes in the state of affairs of the Society during the year ended 31 May 2013 not otherwise disclosed in the Annual Report.

Likely developments and expected results

The Society intends to continue with its existing activities and consider possible new activities that are consistent with its objectives.

Significant matters subsequent to the end of the financial year

No matters or circumstances have arisen since 31 May 2013 that have significantly affected or may significantly affect:

- a. the Society's operations in future financial years, or
- b. the results of those operations in future financial years, or
- c. the Society's state of affairs in future financial years.

Indemnification and insurance of Directors and officers

During or since the financial year, the Society has paid premiums in respect of a contract insuring all Directors, office bearers and employees of the Society against costs incurred in defending proceedings for conduct involving:

- a. A wilful breach of duty; and
- b. A contravention of sections 182 or 183 of the *Corporations Act 2001*, as permitted by section 199B of the *Corporations Act 2001*.

The total amount of insurance contract premiums paid was \$15,545 (2012: \$15,530).

Indemnification of auditors

The Society has entered into an agreement to indemnify their auditor, PricewaterhouseCoopers, against any claims or liabilities (including legal costs) asserted by third parties arising out of their services as auditor of the Society, where the liability arises as a direct result of the Society's breach of its obligations to the auditor, unless prohibited by the *Corporations Act 2001*.

Environmental regulation

The Society is not subject to any significant environmental regulation.

Registered Office

The registered office of The Australian Psychological Society Limited is located at:
Level 11, 257 Collins Street
Melbourne VIC 3000

Employees

The Society employed 95 full time equivalent employees (including staff contracted to work on various externally funded projects) as at 31 May 2013 (2012: 85).

Corporate governance

The Board of Directors governs the Society and has overall responsibility for pursuing the Society's mission, determining the strategic plan and priorities, monitoring implementation and developing a resource base to support the Society's activities. The Board is the ultimate decision-making and policy-setting body. It is also responsible for the financial viability of the Society and ensuring compliance with statutory requirements applicable to a company limited by guarantee. To assist the Board to fulfill its role and responsibilities various Board Committees, Advisory Groups, Reference Groups and Member Forums are appointed each year.

The Society's Constitution provides for the Board of Directors to be comprised of the President, Executive Director, six elected General Directors and up to three Directors appointed by the Board. The Executive Director is appointed by the Board. Every second year a President-Elect is elected to the Board to assume the role of President for a term of two years commencing at the end of their one year term as President-Elect. Each General Director is elected for a term of three years and each Additional Director appointed by the Board is appointed for a term of one year. Profiles of members of the Board of Directors as at 31 May 2013 are included at the front of this Annual Report.

All Directors must comply with the Board's code of conduct. This code covers issues such as the requirement to act in good faith, duties of due care and diligence, conflict of interest, proper use of power and information, independence, confidentiality and the obligation to comply with the Society's governing documents.

The Board meets at least six times a year for scheduled meetings. The Board is committed to holding at least two of these meetings outside of Melbourne, with the remaining meetings held at the Society's National Office in Melbourne.

Day-to-day management of the organisation's affairs and implementation of corporate strategy and policy initiatives are the responsibility of the Society's Executive Director, Professor Lyn Littlefield. The Society's company secretary is Barry Whitmore who has been a member of both the Institute of Chartered Accountants in Australia and CPA Australia for more than 25 years, and is a graduate member of the Australian Institute of Company Directors.

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DIRECTORS' REPORT cont...

**Directors' meetings including Committee meetings
(1 June 2012 to 31 May 2013)**

	Directors Meetings		Committees					
			Finance, Investment and Audit		Governance		Risk Management and Compliance	
	H	A	CMH	A	CMH	A	CMH	A
Tim Hannan	11	11	4	4	2	2	0	0
Michael Burge	8	6	-	-	-	-	-	-
Sue Carter	11	11	4	4	2	2	0	0
Simon Crowe	3	3	2	2	2	2	-	-
Erica Frydenberg	11	11	4	4	-	-	-	-
Gina Geffen	2	2	-	-	-	-	-	-
Mike Kyrios	11	9	2	1	2	1	-	-
Anne Lipzker	6	5	-	-	-	-	-	-
Lyn Littlefield	11	11	4	3	2	2	0	0
Alan Plumb	11	11	-	-	-	-	0	0
Nick Reynolds	3	3	-	-	-	-	-	-
Robert Rich	3	3	-	-	-	-	0	0
Louise Roufeil	5	5	-	-	-	-	-	-
Trang Thomas	11	10	2	1	0	0	0	0
Jill Wright	0	0	-	-	-	-	-	-

H = Number of meetings held whilst in office

CMH = Number of committee meetings held whilst a member of that committee

A = Number of meetings attended

Auditor's Declaration

A copy of the auditor's independence declaration, as required under section 307C of the *Corporations Act 2001*, is set out on page 57.

Signed in accordance with a resolution of the Directors.



Tim Hannan
President



Sue Carter
Director

Melbourne 17 August 2013

AUDITOR'S INDEPENDENCE DECLARATION



Auditor's Independence Declaration

As lead auditor for the audit of The Australian Psychological Society Limited for the year ended 31 May 2013, I declare that to the best of my knowledge and belief, there have been:

- a) no contraventions of the auditor independence requirements of the *Corporations Act 2001* in relation to the audit; and
- b) no contraventions of any applicable code of professional conduct in relation to the audit.

This declaration is in respect of The Australian Psychological Society Limited during the period.

A handwritten signature in blue ink that reads 'Amanda Campbell'.

Amanda Campbell
Partner
PricewaterhouseCoopers

Melbourne
17 August 2013

PricewaterhouseCoopers, ABN 52 780 433 757
Freshwater Place, 2 Southbank Boulevard, SOUTHBANK VIC 3006, GPO Box 1331, MELBOURNE VIC 3001
T: 61 3 8603 1000, F: 61 3 8603 1999, www.pwc.com.au

Liability limited by a scheme approved under Professional Standards Legislation.

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ANNUAL ACCOUNTS 2013

STATEMENT OF COMPREHENSIVE INCOME - Year ended 31 May 2013

	NOTE	2013 \$	2012 \$
TOTAL REVENUE FROM CONTINUING OPERATIONS	3	19,798,013	20,373,686
EXPENSES			
General services and benefits for members		(9,741,071)	(9,101,501)
Enhancement of community wellbeing (includes expenditure on externally funded projects)		(4,949,340)	(5,422,302)
Marketing and promotion		(1,650,912)	(1,828,210)
Governance, management and administration		(3,953,612)	(3,790,678)
TOTAL EXPENSES		(20,294,935)	(20,142,691)
(DEFICIT)/SURPLUS FOR THE YEAR		(496,922)	230,995
TOTAL COMPREHENSIVE INCOME		(496,922)	230,995

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

FINANCIAL REPORT

STATEMENT OF FINANCIAL POSITION - As at 31 May 2013

	NOTE	2013 \$	2012 \$
CURRENT ASSETS			
Cash and cash equivalents	5	14,199,288	13,637,507
Trade and other receivables	7	1,554,545	2,494,142
Prepayments	8	557,821	554,657
TOTAL CURRENT ASSETS		16,311,654	16,686,306
NON CURRENT ASSETS			
Property, plant and equipment	9	1,008,858	744,675
TOTAL NON CURRENT ASSETS		1,008,858	744,675
TOTAL ASSETS		17,320,512	17,430,981
CURRENT LIABILITIES			
Trade and other creditors	10	3,754,576	3,881,397
Provisions	11	1,066,055	881,599
TOTAL CURRENT LIABILITIES		4,820,631	4,762,996
NON CURRENT LIABILITIES			
Provisions	11	430,273	101,455
TOTAL NON CURRENT LIABILITIES		430,273	101,455
TOTAL LIABILITIES		5,250,904	4,864,451
NET ASSETS		12,069,608	12,566,530
MEMBERS' EQUITY			
Retained earnings	13	12,069,608	12,566,530
TOTAL MEMBERS' EQUITY		12,069,608	12,566,530

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

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ANNUAL ACCOUNTS 2013 cont...

STATEMENT OF CHANGES IN EQUITY - Year ended 31 May 2013

	2013 \$	2012 \$
OPENING RETAINED EARNINGS	12,566,530	12,335,535
Total comprehensive income for the year	(496,922)	230,995
CLOSING RETAINED EARNINGS AT YEAR END	12,069,608	12,566,530

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

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STATEMENT OF CASH FLOWS - Year ended 31 May 2013

	NOTE	2013 \$	2012 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from customers and members (a)		21,773,620	18,754,800
Interest received		755,434	1,005,094
Payments to suppliers, employees and others		(21,325,133)	(21,184,800)
Interest and other costs of finance paid		(223,478)	(189,226)
NET CASH FROM OPERATING ACTIVITIES	6	980,443	(1,614,132)
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for property, plant and equipment	9	(418,662)	(411,321)
NET CASH FROM INVESTING ACTIVITIES		(418,662)	(411,321)
Net increase/(decrease) in cash held		561,781	(2,025,453)
Cash at beginning of financial year		13,637,507	15,662,960
CASH AT THE END OF THE FINANCIAL YEAR	5	14,199,288	13,637,507

(a) The Commonwealth of Australia has developed the KidsMatter initiative and appointed *beyondblue* to act as the contract manager during the service period from 1 January 2012 to 30 June 2014. The KidsMatter services agreement between the Society and *beyondblue* was signed on 18 July 2012 providing for *beyondblue* to fund the Society to deliver services in support of the KidsMatter initiative for the forementioned period. During the period 1 January 2012 to 31 May 2012 the Society incurred approximately \$1.1million of expenses related to this initiative. However, as the above mentioned services agreement was not signed until after 31 May 2012, funds to cover this expenditure were received by the Society from *beyondblue* in the current, 2013 reporting year. Typically the receipt of funding under such service agreements is more closely aligned to the timing of expenditure than has been the case in this instance.

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

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ANNUAL ACCOUNTS 2013 cont...

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS - Year ended 31 May 2013

NOTE 1: Corporate information

The financial statements of The Australian Psychological Society Limited (the Society) for the year ended 31 May 2013 were authorised for issue in accordance with a resolution of the Directors dated 17 August 2013.

The Society is a company limited by guarantee, does not have share capital and is incorporated in Australia.

The nature of the operations and principal activities of the Society are described in the Directors' report.

NOTE 2: Statement of significant accounting policies

(a) Basis of preparation

The financial statements are general purpose financial statements, which have been prepared in accordance with the requirements of the *Corporations Act 2001*, Australian Accounting Standards Reduced Disclosure Requirements, other authoritative pronouncements of the Australian Accounting Standards Board and Urgent Issues Group Interpretations.

The financial statements are presented in Australian dollars and all values are rounded to the nearest dollar.

(i) Compliance with Australian Accounting Standards

The financial statements comply with Australian Accounting Standards Reduced Disclosure Requirements as issued by the Australian Accounting Standards Board (AASB).

(ii) Adoption of standards-new and amended

None of the new standards and amendments to standards that are mandatory for the first time for the financial year beginning 1 June 2012 affected any of the amounts recognised in the current period and are not likely to affect future periods.

The following standard has been identified as the one which may affect the Society in the period of initial application:

Standard	Title	Effective date	Impact on the Society's financial statements
AASB 119 Related standard *AASB 2011-10	Employee Benefits	Annual reporting periods beginning on or after 1 January 2013 (1 June 2013 to 31 May 2014 reporting period for the Society)	There may be some changes to the reported financial position and performance due to the need to discount annual leave not expected to be paid within 12 months

(iii) Historical cost convention

These financial statements have been prepared under the historical cost convention.

(b) Income tax

The Commissioner of Taxation has ruled that all income derived is exempt from income tax.

(c) Property, plant and equipment

Property, plant and equipment are stated at historical cost less depreciation. Historical cost includes expenditure that is directly attributable to the acquisition of the items. Depreciation is provided on a straight line basis on all property, plant and equipment. Depreciation periods are:

- Plant and equipment: 3 to 8 years
- Leasehold Improvements: Lease term

(i) Impairment of non-financial assets

Impairment of all assets is assessed at each reporting date by evaluating conditions specific to them and to the particular asset that may lead to impairment. If an impairment trigger exists the recoverable amount of the asset is determined.

(ii) Make good provisions

Provisions for make good obligations are recognised when the Society has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation. The discount rate used to determine the present value is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as interest expense.

(d) Leases

Operating leases are leases under which the lessors effectively retain substantially all of the risks and benefits of ownership of leased items. Payments made under operating leases are charged to the Statement of Comprehensive Income on a straight line basis over the period of the lease.

(e) Branches, Colleges and Interest Groups

The financial result of the activities of the Society's Branches, Colleges and Interest Groups is included within the Society's surplus or deficit for the year.

(f) Revenue recognition

Revenue is recognised and measured at the fair value of the consideration received or receivable to the extent it is probable that the economic benefit will flow to the Society and the revenue can be reliably measured. The following specific recognition criteria must be met before revenue is recognised.

(i) Membership subscriptions

Subscriptions related to the reporting period are recognised when these have been received from members.

(ii) Rendering of services

Revenue is recognised by reference to the stage of completion of a contract or contracts in progress at balance date or at the time of completion. Stage of completion is measured by reference to total cost incurred to date as a percentage of total estimated cost for each contract which is determined by a set quotation with the customer. This policy is also applied to the fee for service contracts with the Australian Government and related bodies.

(iii) Interest revenue

Revenue is recognised as interest accrues, using the effective interest method.

(iv) Sale of goods

Revenue from the sale of goods is recognised when goods are shipped to the customer.

(g) Employee benefits

Provision is made for employee benefits accumulated as a result of employees rendering services up to the reporting date. These benefits include wages and salaries, annual leave and long service leave. Superannuation contributions are made for employees at 10% (9% for 'casual' employees) in compliance with government legislation.

Liabilities arising in respect of wages and salaries, annual leave and long service leave expected to be settled within 12 months of the reporting date are measured at their nominal amounts. All other employee entitlement liabilities are measured at the present value of the estimated future cash outflow to be made in respect of services provided by employees up to the reporting date. In determining the present value of future cash outflows, the interest rates attaching to government guaranteed securities which have terms to maturity approximating the terms of the related liability are used.

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(h) Other taxes

Revenues, expenses and assets are recognised net of the amount of GST except:

- where the GST incurred on a purchase of goods and services is not recoverable from the taxation authority, in which case the GST is recognised as part of the cost of acquisition of the asset or as part of the expense item as applicable; and
- receivables and payables are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to, the taxation authority is included as part of receivables or payables in the Statement of Financial Position.

Cash flows are included in the Statement of Cash Flows on a gross basis and the GST component of cash flows arising from investing and financing activities, which is recoverable from, or payable to, the taxation authority are classified as operating cash flows.

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to, the taxation authority.

(i) Cash and cash equivalents

Cash and short term deposits in the Statement of Financial Position comprise cash at bank and in hand and short term deposits with an original maturity of six months or less.

For the purposes of the Statement of Cash Flows, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts.

(j) Trade and other receivables

Trade receivables, which generally have 14 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest methods, less an allowance for impairment. Given the short term nature of these assets fair value on recognition generally remains the fair value until these are extinguished.

Collectability of trade receivables is reviewed on an ongoing basis at an operating unit level. Individual debts that are known to be uncollectable are written off when identified.

(k) Revenue received in advance

As identified in Note 2(f)(i), membership subscription revenue must be recognised in the relevant reporting year it relates to. Therefore, any subscription revenue received on or prior to 31 May 2013 which relates to the subscription period 1 June 2013 to 31 May 2014 is recognised as Revenue received in advance at 31 May 2013.

The timing of the receipt of payments for work undertaken on externally funded projects is typically set out in the project contract. Payments received, and amounts due and receivable, up to 31 May 2013 which have not been earned are recognised as Revenue received in advance at 31 May 2013, and will only be recognised as revenue when the Society has met the conditions set out in the project contract.

(l) Other creditors

Other creditors are carried at amortised cost and due to their short term nature they are not discounted. They represent liabilities for goods and services provided to the Society prior to the end of the financial year that are unpaid at the end of the financial year and arise when the Society becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

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NOTE 3: Revenue

Operating (deficit)/surplus for the year has been determined after:

	2013 \$	2012 \$
(a) Revenue from operating activities:		
Membership subscriptions	7,803,339	7,505,753
Newsletters, Branch, College and Interest Group revenue	2,442,481	2,069,698
Referrals revenue	391,782	385,793
Event registrations (<i>Conferences and workshops hosted by the Society, but excluding those run by the Society's Member Groups</i>)	954,102	1,055,667
Advertising and commission	1,247,732	1,189,819
Assessment of qualifications	420,379	344,936
Externally funded projects revenue	4,776,002	5,276,396
Application fees	18,961	32,707
Other operating revenue	1,000,086	1,520,287
	19,054,864	19,381,056
(b) Revenue from non-operating activities:		
Interest revenue	743,149	992,630
	743,149	992,630
TOTAL REVENUE FROM CONTINUING OPERATIONS	19,798,013	20,373,686

NOTE 4: Expenses

(Deficit)/Surplus includes the following expenses:

	2013 \$	2012 \$
Depreciation and amortisation of property, plant and equipment	471,694	548,465
Wages and salaries	7,564,915	7,302,028
Superannuation costs	767,572	737,354
Provisions:		
- Long service leave	82,932	28,627
- Annual leave	157,210	150,480

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NOTE 5: Cash and cash equivalents

	2013 \$	2012 \$
Cash at bank	441,070	306,888
Term deposits	13,758,218	13,330,619
TOTAL CASH AND CASH EQUIVALENTS	14,199,288	13,637,507

Cash at bank earns interest at floating rates on daily deposits rates. Term deposits are made for 30 to 180 days and earn interest on the respective short term deposit rates.

The total shown in this note equates to the Statement of Cash Flows.

NOTE 6: Reconciliation of cash flows

For the purposes of the Statement of Cash Flows, cash includes cash on hand and in banks and investments in money market instruments. Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:

	2013 \$	2012 \$
Reconciliation of (deficit)/surplus for the period to net cash flows from operating activities		
(Deficit)/surplus for the period	(496,922)	230,995
Plus/(minus) non-cash items:		
Depreciation and amortisation	471,694	548,465
Carrying amount of written off assets	7,324	2
Change in assets and liabilities:		
Decrease/(increase) in trade and other receivables	939,597	(1,047,410)
(Increase)/decrease in prepayments	(3,164)	51,314
(Decrease) in trade and other creditors	(126,821)	(1,448,736)
Increase in provisions for employee benefits	188,735	51,238
NET CASH FLOW FROM OPERATING ACTIVITIES	980,443	(1,614,132)

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NOTE 7: Trade and other receivables

	2013 \$	2012 \$
Advertising, products, sponsorship and commission (trade debtors)	51,973	117,095
Externally-funded projects	530,287	394,684
	582,260	511,779
The Australian Psychology Accreditation Council Limited (APAC)- refer Notes 15 and 18	138,160	372,055
Other debtors and accrued revenue	834,125	1,610,308
	1,554,545	2,494,142

Trade debtors are non-interest bearing and have payment terms of 14 days.

Amounts shown as 'Externally funded projects' have been invoiced by the Society at year end and are based on contractual arrangements with the Australian Government or statutory authorities.

For 2012, an amount of approximately \$1.1million was included within 'Other debtors' as a receivable related to the KidsMatter initiative. The Commonwealth of Australia has developed the KidsMatter initiative and appointed *beyondblue* to act as the contract manager during the service period from 1 January 2012 to 30 June 2014. The KidsMatter services agreement between the Society and *beyondblue* was signed on 18 July 2012 providing for *beyondblue* to fund the Society to deliver services in support of the KidsMatter initiative for the forementioned period. During the 2012 financial year to 31 May 2012 the Society incurred approximately \$1.1million of expenses related to KidsMatter. As the above mentioned services agreement was not signed until after 31 May 2012, funds to cover this expenditure were received by the Society from *beyondblue* in the current reporting year of 2013. From 1 June 2012 to 31 May 2013 an additional \$500,000 of KidsMatter related expenses have been incurred in excess of received funds from *beyondblue*. This amount has been recognised as a receivable.

Due to the short term nature of these receivables, their carrying amounts approximate their fair value and all amounts are considered collectible.

NOTE 8: Prepayments

	2013 \$	2012 \$
Prepayments	557,821	554,657

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NOTE 9: Property, plant and equipment

	2013 \$	2012 \$
Plant and Equipment		
At cost	2,256,231	2,167,062
Accumulated depreciation	(1,663,697)	(1,607,489)
	<u>592,534</u>	<u>559,573</u>
Leasehold Improvements		
At cost	1,868,881	1,479,591
Accumulated depreciation and amortisation	(1,452,557)	(1,294,489)
	<u>416,324</u>	<u>185,102</u>
Total property, plant and equipment		
Cost	4,125,112	3,646,653
Accumulated depreciation and amortisation	(3,116,254)	(2,901,978)
	<u>1,008,858</u>	<u>744,675</u>
Reconciliation		
Plant and equipment		
Carrying amount at beginning	559,573	
Additions	324,737	
Disposals	(7,324)	
Depreciation expense	(284,452)	
	<u>592,534</u>	
Leasehold Improvements		
Carrying amount at beginning	185,102	
Additions	93,925	
Make good obligation (a)	324,539	
Depreciation and amortisation expense	(187,242)	
	<u>416,324</u>	
Total property, plant and equipment movements		
Carrying amount at beginning	744,675	
Additions	418,662	
Make good obligation (a)	324,539	
Disposals	(7,324)	
Depreciation and amortisation expense	(471,694)	
	<u>1,008,858</u>	

(a) The Society is required to restore Collins st leased premises (levels 7,8,11 and 13) to their original condition at the end of the respective lease terms, as per a lease agreement commencing 1 January 2013 (Note 10). These costs also have been capitalised as part of the cost of leasehold improvements along with corresponding provision (Note 11) and are amortised over the lease period.

The Society assessed at 31 May 2013 whether there is any indication that an asset may be impaired. There is no indication that an impairment loss is present, that is where the carrying amount of an asset exceeds its recoverable amount.

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NOTE 10: Trade and other creditors

	2013 \$	2012 \$
Revenue received in advance:		
Membership subscriptions	1,649,186	1,602,138
Event income (conferences and workshops)	568,437	572,425
Externally-funded projects	359,663	609,487
Other	102,348	42,256
	2,679,634	2,826,306
Other creditors and accruals	1,074,942	1,055,091
	3,754,576	3,881,397

Other creditors are non-interest bearing and are settled within thirty days. The Society pays within the allocated settlement period when prompt payment discounts are available.

Due to the short term nature of these payables, their carrying value is assumed to approximate their fair value.

The Society has issued a bank guarantee to a maximum amount of \$229,416, related to the lease of its National Office premises at 257 Collins Street, Melbourne under a lease agreement commencing 1 January 2013 with a term of three years for level seven and five years for other levels. The lease agreement is with RAM Investments No.1 Pty Ltd.

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NOTE 11: Provisions

	2013 \$	2012 \$
Current		
Employee benefits - Annual leave (a)	679,593	571,347
- Long service leave (a)	386,462	310,252
	1,066,055	881,599
Non-current		
Employee benefits - Long service leave	105,734	101,455
Make good provision to restore premises (b)	324,539	-
	430,273	101,455
TOTAL PROVISIONS	1,496,328	983,054
Total employee benefit provisions	1,171,789	983,054

(a) The provision for employee benefits classified as 'current' includes accrued annual leave and long service leave. For long service leave it covers all unconditional entitlements where employees have completed the required period of service (10 years) and also those where employees are entitled to pro-rata payments in certain circumstances, including termination of employment (completed at least seven years service).

However, based on past experience, the Society does not expect all employees to take the full amount of accrued leave or require payment within the next 12 months.

(b) Costs required to return the Society's leased premises to their original condition as set out in the lease agreements are recognised as a make good provision in the financial statements. The provision has been calculated as an estimate of future costs discounted to a present value and will be revised on an annual basis.

NOTE 12: Lease commitments

The Society leases office premises and office equipment under non-cancellable operating leases expiring within one to five years.

	2013 \$	2012 \$
Operating leases - the Society as Lessee		
Commitments are as follows:		
Not later than one year	1,321,887	768,676
Later than one year and not later than five years	4,590,985	361,414
TOTAL OPERATING LEASE COMMITMENTS	5,912,872	1,130,090
Operating lease expenses recognised as an expense during the period	1,283,139	1,146,796

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NOTE 13: Retained earnings

	2013 \$	2012 \$
Balance at the beginning of the financial year	12,566,530	12,335,535
(Deficit)/surplus for the year	(496,922)	230,995
BALANCE AT THE END OF THE FINANCIAL YEAR	12,069,608	12,566,530

The Society is a company limited by guarantee and accordingly each Member of the Society undertakes to contribute to the assets of the Society in the event of the same being wound up during the time that he or she is a Member, or within one year after he or she ceases to be a Member, for payment of debts and liabilities that the Society contracted before he or she ceases to be a Member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributories amongst themselves such amount as may be required, not exceeding twenty dollars.

NOTE 14: Key management personnel disclosures*

	2013 \$	2012 \$
(a) Key management personnel compensation		
Key management personnel compensation	902,283	850,504
(b) Transactions with key management personnel		
The following amounts were recognised during the reporting period from other transactions with key management personnel:		
Expenses		
Provision of professional development services to the Society	9,060	14,358

* Key management personnel includes Directors and Senior Executives

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NOTE 15: Related party transactions

The Australian Psychology Accreditation Council Limited (APAC) refer Note 18 - Up until 31 December 2011 APAC's day to day operations were managed by the Society in accordance with APAC's business plan and budget as approved by APAC's Board of Directors. Most of APAC's operational costs were incurred by the Society and then reimbursed by APAC. From the beginning of January 2012 APAC has employed its own staff, including a CEO, a Manager and two Administrative Officers and conducted its operations almost entirely independently from the Society. The Society has continued to provide a limited range of support services to APAC including office space, IT systems, as well as professional advice related to accounting, human resources and information technology. APAC pays the Society for the cost of these services provided.

The following transactions occurred with APAC:

	2013 \$	2012 \$
- Receivables at year end, GST inclusive (a)	138,160	372,055
- Received from APAC during the financial year, GST inclusive (a)	428,128	-
- Revenue, as recognised in the Society's Statement of Comprehensive Income	79,569	201,947

(a) includes amounts incurred with third party suppliers that were initially paid for by the Society and then reimbursed to the Society by APAC. Such amounts have not been recognised as revenue or expenditure of the Society.

NOTE 16: Contingent assets and liabilities

There are no contingent assets or contingent liabilities of a material nature as at the end of the reporting period.

NOTE 17: Financial Instruments and interest rate risk**Interest rate risk**

Interest rate risk is the risk that the fair value or future cashflows of a financial instrument, will fluctuate due to changes in interest rates. The Society's exposure to interest rate risk arises due to its deposits with financial institutions.

The financial assets and financial liabilities of the Society that are not included in the tables below are non-interest bearing and are therefore not subject to interest rate risk. This includes Trade and other receivables and Trade and other creditors.

The objective of managing interest rate risk is to minimise the Society's exposure to fluctuations in interest rates that might impact its interest revenue and cash flow. To manage interest rate risk, the Society invests the majority of its cash in short-term deposits for varying periods of between 30 days and 180 days, depending on the short and long-term cash requirements of the Society which is determined based on the Society's cash flow forecast. This consideration also takes into account the costs associated with breaking a term deposit should early access to cash and cash equivalents be required. Cash is not locked into long-term deposits at fixed rates so as to mitigate the risk of earning interest below the current floating rate.

The Society does not have any borrowings.

The following table sets out the carrying amount and effective interest rate, by contractual maturity, of the financial instruments that are exposed to interest rate risk:

Year ended 31 May 2013	< 1 year \$	Totals \$	Weighted average effective interest rate for the year
Financial assets			
Short term deposits			
Fixed rate	13,750,000	13,750,000	4.99%
Cash at bank			
Floating rate	449,288	449,288	2.95%

Year ended 31 May 2012	< 1 year \$	Totals \$	Weighted average effective interest rate for the year
Financial assets			
Short term deposits			
Fixed rate	12,900,000	12,900,000	5.90%
Cash at bank			
Floating rate	737,507	737,507	4.20%

Interest on financial instruments classified as floating rate is repriced at intervals of less than one year.

Interest on financial instruments classified as fixed rate is fixed until maturity of the instrument.

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Note 18: Interest in controlled entity

The Australian Psychology Accreditation Council Limited (APAC), a public company limited by guarantee, was incorporated on 24 November 2005 with two members, The Australian Psychological Society Limited (the Society) and The Council of Psychologists Registration Boards [Australia] Inc (CPRB). APAC was formed to establish standards of education for the training and registration of psychologists throughout Australia, and to assess whether Schools of Psychology of Australian universities and non-university providers meet these standards. Effective 1 July 2010 national registration for the health professions including psychologists was introduced triggering the wind-up of one of the members of APAC, the CPRB. As a result, APAC changed its constitution and now the Society is its sole member.

Up until 31 December 2011 APAC's day to day operations were managed by the Society in accordance with APAC's business plan and budget as approved by APAC's Board of Directors. Most of APAC's operational costs were incurred by the Society and then reimbursed by APAC. From the beginning of 2012 APAC has employed its own staff, including a CEO, a Manager and two Administrative Officers and conducted its operations almost entirely independently from the Society. The Society has continued to provide a limited range of support services to APAC including office space, IT systems, as well as professional advice related to accounting, human resource and information technology. APAC pays the Society for the cost of these services provided.

As at 31 May 2013 the assets and liabilities and profit or loss of APAC are not material to the financial statements of the Society and have not been included within these financial statements.

NOTE 19: Auditors' remuneration

	2013 \$	2012 \$
During the year the following fees were paid or payable for services provided by the auditors of the Society:		
PricewaterhouseCoopers Australia		
- an audit or review of the financial statements of the entity	30,000	19,500
- an audit or review of various externally-funded projects (as required by project contracts)	24,000	15,500
- an audit or review of a statement of expenditure related to course accreditation	6,070	2,000
- information technology advice	6,458	-
Total remuneration of PricewaterhouseCoopers Australia	66,528	37,000
TOTAL AUDITORS' REMUNERATION	66,528	37,000

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DIRECTORS' DECLARATION 2013

In the Directors' opinion:

- (a) the financial statements and notes set out on pages 58 to 74 are in accordance with the *Corporations Act 2001*, including:
 - (i) complying with Accounting Standards, the *Corporations Regulations 2001* and other mandatory professional reporting requirements; and
 - (ii) giving a true and fair view of the entity's financial position as at 31 May 2013 and of its performance for the financial year ended on that date; and
- (b) there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Directors.



Tim Hannan
President



Sue Carter
Director

Melbourne 17 August 2013

INDEPENDENT AUDITOR'S REPORT



Independent auditor's report to the members of The Australian Psychological Society Limited

Report on the financial report

We have audited the accompanying financial report of The Australian Psychological Society Limited (the company), which comprises the statement of financial position as at 31 May 2013, and the statement of 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, other explanatory notes and the directors' declaration.

Directors' responsibility 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 Requirements and the *Corporations Act 2001*, and for such internal control as the directors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the directors, as well as evaluating the overall presentation of the financial report.

Our procedures include reading the other information in the Annual Report to determine whether it contains any material inconsistencies with the financial report.

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

Independence

In conducting our audit, we have complied with the independence requirements of the *Corporations Act 2001*.

PricewaterhouseCoopers, ABN 52 780 433 757
 Freshwater Place, 2 Southbank Boulevard, SOUTHBANK VIC 3006, GPO Box 1331, MELBOURNE VIC 3001
 T: 61 3 8603 1000, F: 61 3 8603 1999, www.pwc.com.au

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Auditor's opinion

In our opinion the financial report of The Australian Psychological Society Limited is in accordance with the *Corporations Act 2001*, including:

- (a) giving a true and fair view of the company's financial position as at 31 May 2013 and of its performance for the year ended on that date; and
- (b) complying with Australian Accounting Standards – Reduced Disclosure Requirements and the *Corporations Regulations 2001*.

PricewaterhouseCoopers

PricewaterhouseCoopers

A handwritten signature in blue ink that reads 'Amanda Campbell'.

Amanda Campbell
Partner

Melbourne
17 August 2013