

**Veterinary Practitioners Board
Annual Report
2020**





ACCESS TO THE BOARD



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A publication of the Veterinary Practitioners Board of NSW
ISSN: 2207-323X



The Board thanks Dr Mark Simpson for kindly providing the images used in this publication

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**Veterinary
Practitioners
Board**

21 October 2020

The Hon Adam Marshall MP
Minister for Agriculture and Western New South Wales
GPO Box 5341
SYDNEY NSW 2001

Dear Minister

The Annual Report of the Veterinary Practitioners Board of NSW for the financial year ending 30 June 2020 is submitted to you for presentation to parliament pursuant to the *Annual Reports (Statutory Bodies) Act 1984* ss 7-10.

The Annual Report will be made available from our website and from OpenGov NSW.

Yours faithfully

J Mark Simpson
President, Veterinary Practitioners Board

Lisa Minogue
Member, Veterinary Practitioners Board

ABN 93 831 750 859

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President's Report

It is amazing the way that something like COVID-19, and the fundamental changes it has (and continues to) wrought on our society at large, and our profession more specifically, has completely upended many of the ways we do things. The Veterinary Practitioners Board has been no different, but I am proud to say that despite the changes in the nature of meetings and some shift in priorities, the essential work of the Board in regulating the veterinary profession in New South Wales has proceeded as efficiently, and empathetically as usual.

A significant chapter in the Board's history came to a conclusion very shortly after I had written last year's President's report, when Glenn Lynch announced his retirement. Glenn has been the registrar, and hospital inspector for the Board, and his almost 20 years with the Board have been marked by his advocacy for our profession and a shift in the relationship between the Board and the profession. Where previous iterations of the Board took a confrontational and legalistic approach to regulation, Glenn was an agent for communication and synergy in this important relationship. I know that as he performed his Hospital Inspector role his visits were looked forward to by many practice owners, and he was a critical channel of information flow between the Board and veterinary hospitals. On a personal level I consider him a leader and wonderful mentor, and I think that many in our profession would not be aware of the absolutely tectonic positive changes he has ushered to veterinary regulation in our state. His legacy will see a better profession and Board well into the future, and he will be very sadly missed.

So the combination of Glenn's retirement and COVID-19 has meant the Board currently does not have an officer administering the **hospital inspector program**, but as we approach a semblance of the way things were, it is anticipated a new inspector will be appointed early in 2021 and the program, with some biosecurity refinements, will return to its important role of maintaining appropriate standards in NSW's licensed veterinary hospitals.

The pandemic has also had the effect of forcing a review of some aspects of the process of **continuing education**. Veterinarians in NSW have led the country in the formal acceptance and use of continuing education to maintain standards of practice, and it is only appropriate that the system evolve as new data and circumstance come to hand.

The increasing nuance and number of complaints has put pressure on the **complaints** process, and so the Board has responded to the need by employing an additional part-time complaints support officer. This has allowed the complaints committee to maintain the attention to detail, and to focus on consideration of the pertinent issues as the process is streamlined.

Communication has been a cornerstone of the Board's regulatory function, and the Board has employed BoardTalk, the Registrar's "Update" email, and the News section on the Board's website to

disseminate critical information to NSW veterinarians. There has been considerable progress in the development of the Board's online ecosystem and this resource will enhance so many routine aspects of the Board's functions for the profession, and provide an enhanced avenue of communication.

I have commented in previous reports to the profession that it is foundational to the Board's mission that it remains in a solid financial position and I am very pleased to report that the Board continues to maintain its financial position that ensures that the important regulatory work of the Board will not be constrained or compromised. The Board operates its budget on the principle of achieving a small profit each year to allow continued investment in Board activities and maintenance of the real value of its financial reserves. The Registrar and the Finance subcommittee are to be congratulated in that they have been instrumental in the long-term process of establishing this sound financial basis that underpins the Board's activities.

The Board continues to make a significant contribution to the leadership and governance of the Australasian Veterinary Boards Council (AVBC). The AVBC accredits Australian veterinary schools, and provides recommendations for the accreditation of specialists. It thereby plays a fundamental role in maintaining standards of veterinary science across Australia and New Zealand. These activities have been significantly impacted by COVID-19 and there have been considerable efforts to ensure that the profession across Australasia is not compromised now or into the future.

Finally, I would once again like to sincerely thank all the Board members and Board staff with whom I have worked with, and learned from, over the last 11 years. While I came to the Board with a vision to "give something back to" profession, I approach the end of my time on the Board a much better veterinarian AND person for the wisdom and knowledge of all those generous people. Their considerable contributions and good judgement, really are the driving forces that ensure the effective delivery of the Board's regulatory functions.



Dr J Mark Simpson NSW V5433
President

Charter

The *Veterinary Practice Act 2003* (Act) (s 76) established the Veterinary Practitioners Board (Board) as a body corporate. The Act and *Veterinary Practice Regulation 2013* (Regulation) are within the portfolio of the Minister for Agriculture the Honourable Adam Marshall MP.

The **Board** aims to fulfil the objects of the Act and regulate the provision of veterinary services in NSW for the following purposes:

1. To promote the welfare of animals
2. To ensure consumers of veterinary services are well informed as to the competencies required of veterinary practitioners
3. To ensure that acceptable standards are required to be met by veterinary practitioners so as to meet the public interest and national and international trade requirements
4. To provide public health protection.

The functions of the Board (s 79) include: registration of veterinary practitioners and licensing of veterinary hospitals; investigation of complaints against veterinary practitioners; developing codes of professional conduct for veterinary practitioners; enforcing the provisions of the Act and Regulation; promoting professional development of veterinary practitioners; and providing information to veterinary practitioners and consumers of veterinary services.

The Board cooperates with other jurisdictions in Australia and New Zealand to further a common and harmonious approach to regulation of the veterinary profession. This function is assisted through interaction with other state veterinary boards, the Australasian Veterinary Boards Council Inc. (AVBC), and organisations representing the interests of members of the veterinary profession.

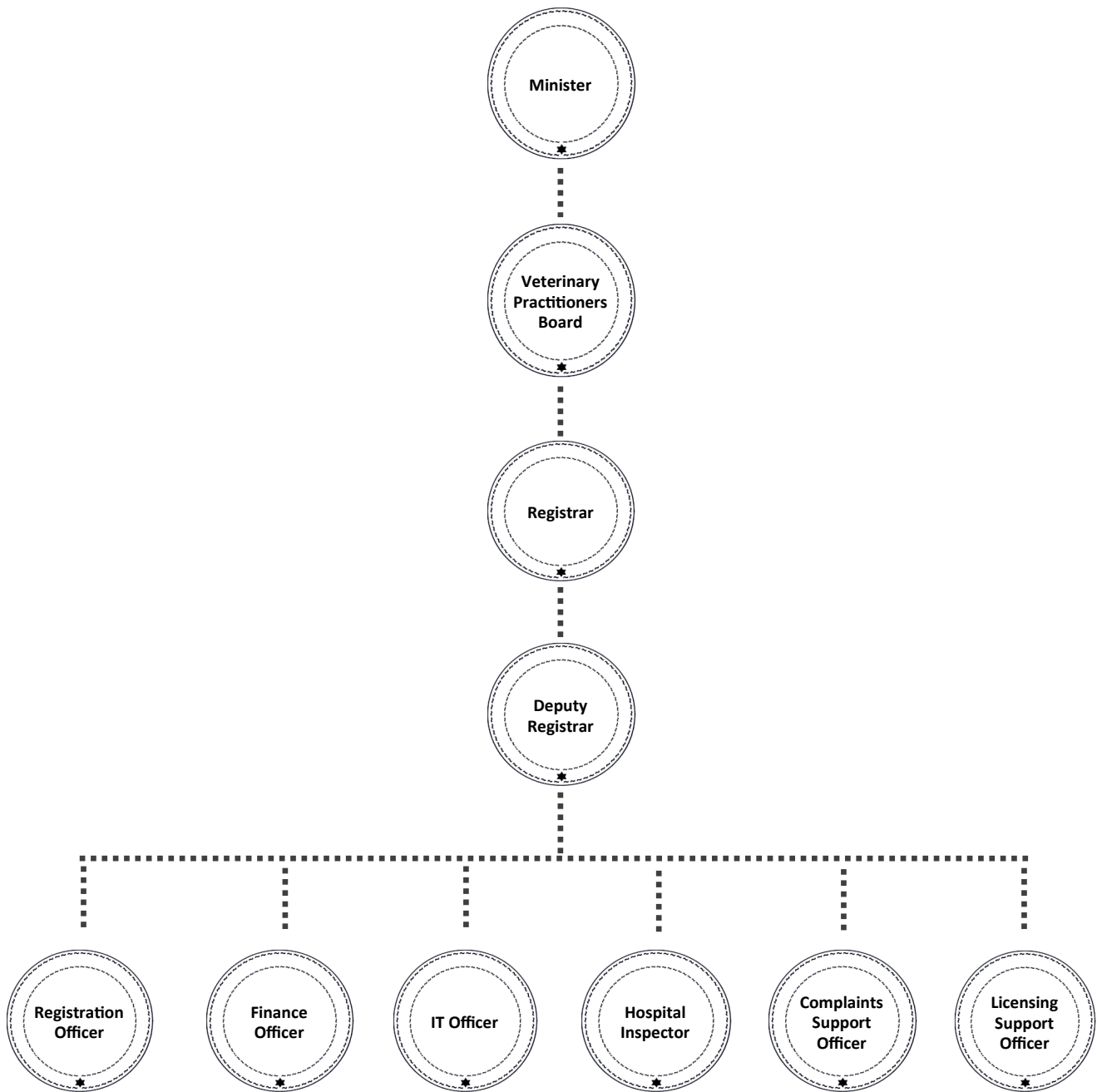
Management and Structure

The Board is appointed by the Governor of NSW. The Act (s 77) provides that the Board shall consist of 8 members; 6 veterinary practitioners and 2 consumer representatives. Board members are appointed for a 3 year term with the current term ending 30 June 2021.

Meetings of the Board are generally held monthly either using virtual meeting technology or at the Board's offices, Suite 7.09, 247 Coward Street Mascot NSW 2020.

BOARD MEMBER	APPOINTMENT TYPE	MEETING ATTENDANCE
John Mark Simpson BVSc MANZCVS	Nominee of the Minister pursuant to s 77(2)(b) of the Act and appointed as President	9/12
Georgina Child BVSc DACVIM (Neurology)	Nominee of the NSW Division of the Australian Veterinary Association pursuant to s 77(2)(a)(i) of the Act	12/12
Magdoline Awad BVSc GradCertMgt MANZCVS	Nominee of the NSW Division of Australian Veterinary Association pursuant to s 77(2)(a)(ii) of the Act	12/12
Kylie Parry BVSc GradCert VetPractMgt	Nominee of the NSW Division of the Australian Veterinary Association pursuant to s 77(2)(a)(iii) of the Act	12/12
Barbara Jane Lord BVSc DipVetClinStud	Nominee of Charles Sturt University pursuant to s 77(2)(a)(iv) of the Act	11/12
Steven Ferguson BVSc MVS CertIV Pract Mgt	Nominee of the Minister pursuant to s 77(2)(b) of the Act	12/12
Wendy Cochrane BA CertIV WHS	Nominee of the Minister pursuant to s 77(2)(c) of the Act	12/12
Lisa Minogue BAgEc GAICD	Nominee of the Minister pursuant to s 77(2)(c) of the Act	11/12

Organisation Chart



Staff Responsibilities

REGISTRAR

- Develop and recommend policy direction in consultation with the Board
- Prepare Board agenda and minutes
- Implement decisions and policies approved by the Board
- Assist with the preparation of reports, forecasts and budgets to present to the Board
- Provide leadership and direction for staff of the Board
- Provide assistance to veterinary practitioners and consumers of veterinary services
- Assist the Board and the profession in the maintenance of standards of veterinary science
- Assist the Board, the profession and users of veterinary services regarding the resolution of complaints

DEPUTY REGISTRAR AND COMPLAINTS OFFICER

- Design and enhance administrative procedures
- Assist stakeholders in understanding the legislation
- Ensure compliance with records management standards
- Maintain complaints handling processes
- Provide information to veterinary practitioners and consumers of veterinary services regarding complaint handling procedures
- Maintain procedures for the processing of annual registration and hospital licences
- Coordinate the supply of office equipment, materials and repairs

REGISTRATION OFFICER

- Maintain the Board's database of registered veterinary practitioners
- Process veterinary practitioner registrations
- Provide general administrative support to the Board

FINANCE OFFICER

- Maintain and enhance the Board's finance record keeping processes
- Provide financial reports to the Registrar and Board
- Assist with the Board's annual audit
- Provide general administrative support to the Board

HOSPITAL INSPECTOR

- Systematically inspect every veterinary hospital in NSW
- Ensure that facilities and equipment where restricted acts are performed are as required, the level of record keeping is appropriate, and Board policies are personally explained and discussed
- Document the results of inspections for the Board and for publication
- Assist with complaint investigations and provide reports to the Board

INFORMATION TECHNOLOGY AND LICENSING OFFICER

- Maintain and enhance the Board's information technology systems including website and database
- Manage annual registration payment and annual return processes
- Manage hospital licensing processes
- Provide general administrative support to the Board

LICENSING SUPPORT OFFICER

- Manage hospital licensing processes
- Provide general administrative support to the Board

COMPLAINTS SUPPORT OFFICER

- Assist with complaints handling processes
- Manage complaint reports of investigations
- Provide general administrative support to the Board

Summary of Operations



Registration of Veterinary Practitioners

Summary of Changes to the Register

At 30 June 2020 there were 4058 registered veterinary practitioners in New South Wales. The total number of registered veterinary practitioners changes constantly due to applications for registration, applications for restoration to the Register, movement from one division of the Register to another, and removals from the Register.

THE REGISTER OF VETERINARY PRACTITIONERS CHANGES TO NUMBERS BETWEEN 1 JULY 2019 AND 30 JUNE 2020			
NEW REGISTRATIONS	RESTORATIONS	REMOVALS	DEATHS
339	102	277	7

Full Registration

Qualifications accepted by the following accrediting bodies have been recognised by the Australasian Veterinary Boards Council Inc. (AVBC) as providing the holder with eligibility to apply for registration as a veterinary practitioner in Australia (Full Registration in NSW) without further examination:

(i) Colleges accredited by the Australasian Veterinary Boards Council (AVBC)

Veterinary degrees from any of the following: The University of Sydney; Charles Sturt University Wagga Wagga; The University of Melbourne; Murdoch University; The University of Queensland; James Cook University of Townsville; The University of Adelaide; and Massey University of New Zealand.

(ii) Colleges accredited by the Royal College of Veterinary Surgeons (RCVS)

Veterinary degrees from London (RVC), Bristol, Liverpool, Cambridge, Glasgow, Edinburgh, Nottingham and the University College Dublin (up to 1986).

(iii) Colleges accredited by the South African Veterinary Council (SAVC)

University of Pretoria (Onderstepoort).

(iv) Colleges accredited by the European Association of Establishments for Veterinary Education (EAEVE) and AVBC

Veterinary degree from University College Dublin (2004—2011).

(v) Colleges accredited by the American Veterinary Medical Association (AVMA) Council on Education (CoE)

Qualifications from accredited universities in the US, Canada, France (Lyon), Mexico, the Netherlands and West Indies have a further requirement of a pass in the North American Veterinary Licensing Examination (NAVLE).

(vi) Colleges accredited by the American Veterinary Medical Association (AVMA) Council on Education (CoE) and AVBC

University College Dublin from 2012.

(vii) Non-award qualifications

Australasian Veterinary Examination (AVE), Australian National Veterinary Examination (NVE), New Zealand National Veterinary Examination (NZNVE), Educational Commission for Foreign Veterinary Graduates Examination (ECFVG), Basic Clinical Sciences Examination (BCSE) plus Clinical Proficiency Examination (CPE), Program for the Assessment of Veterinary Education Equivalence (PAVE), and Statutory Examination for Membership (RCVS).

For complete details on all qualifications for registration requirements please refer to the AVBC website: www.avbc.asn.au

Honorary Registration

Veterinary practitioners with Honorary Registration do not pay the annual registration fee. As at 30 June 2020, there were 363 veterinary practitioners with Honorary Registration (361 in 2019).

Limited Registration

As at 30 June 2020 there were 22 veterinary practitioners with Limited Registration (20 in 2019).

Specialist Registration

As at 30 June 2020 there were 170 veterinary practitioners with Specialist Registration (140 in 2019).

Specialist Registration

The Advisory Committee on Registration of Veterinary Specialists (ACRVS) is a committee of the Australasian Veterinary Boards Council Inc. (AVBC). The ACRVS assesses applications by veterinary practitioners from all Australian States and Territories and New Zealand for specialist registration within defined categories. A recommendation for specialist registration to the relevant Board is dependent upon meeting specific criteria.

SPECIALIST REGISTRATION ADDITIONS BETWEEN 1 JULY 2019 AND 30 JUNE 2020

REGISTRATION DATE	NAME	SPECIALIST CATEGORY
16 July 2019	Luke Ingenhoff	Cattle Management & Diseases
20 August 2019	Mariano Andres Makara	Veterinary Diagnostic Imaging
20 August 2019	Joanna Louise Pilton	Veterinary Diagnostic Imaging
20 August 2019	Clara Francesca Rigotti	Veterinary Anaesthesia & Analgesia
17 September 2019	Penelope Miranda Thomas	Veterinary Oncology
17 September 2019	Leah McGlinchey	Equine Surgery
17 September 2019	Patrick Shearer	Veterinary Anatomical Pathology
17 September 2019	Yee Ka Katrina Cheng	Veterinary Oncology
10 December 2019	Elizabeth Amelia Thrift	Small Animal Medicine
10 December 2019	Montague Newton Saulez	Equine Medicine
20 December 2019	Amy Jayne Williamson	Equine Surgery
18 February 2020	John House	Large Animal Medicine
17 March 2020	Pedro Pinczowski	Veterinary Anatomical Pathology
17 March 2020	Barbara Kaser-Hotz	Veterinary Radiology
17 March 2020	Gaby van Galen Verwilghen	Equine Medicine
21 April 2020	Sara Antonia Biasutti	Equine Surgery
21 April 2020	Denis Verwilghen	Large Animal Surgery
21 April 2020	Nikola Heblinski	Small Animal Surgery
16 June 2020	Marina Godoy Gimeno	Veterinary Anatomical Pathology
16 June 2020	Katrina Anne Garrett	Veterinary Diagnostic Imaging

Licensing of Veterinary Hospitals

The Act requires premises that perform 'major surgery' (s 64), to be licensed as a veterinary hospital. The Board licenses three types of licence: large animal, small animal, and mixed animal veterinary hospitals. An inspection program has been developed to provide for the inspection of licensed premises approximately once every 4 years.

A partnership, firm or corporation must not represent itself to be a veterinary practice unless one or more veterinary practitioners has or have a controlling interest in the corporation (exceptions are detailed in s 14(5) of the Act).

All licensed premises must be managed by a superintendent who must be a registered veterinary practitioner.

As at 30 June 2020 there were 698 (701 in 2019) licensed hospitals in NSW.

LICENSED HOSPITAL TYPE	NUMBER
Small Animal Practice Hospitals	629
Mixed Animal Practice Hospitals	52
Large Animal Practice Hospitals	17
Total	698

Investigation of Complaints

The Complaints Committee, established pursuant to the Act (s 49) consists of three Board members nominated by the Board; two registered veterinary practitioners and one consumer representative. The Committee investigates complaints of alleged professional misconduct and unsatisfactory professional conduct made against registered veterinary practitioners.

The Committee generally meets monthly and also maintains contact electronically.

The role of the Committee is to investigate complaints and provide a detailed report and recommendation to the Board. The Board carefully considers recommendations from the Committee and determines the outcome of a complaint investigation in accordance with the Act (s 47).

The Board will only accept a complaint concerning a registered veterinary practitioner when the complaint is documented as a statutory declaration.

The statutory declaration and further details regarding the process of investigating a complaint are available from the Board's website.

The Board understands that complaints made about a veterinary practitioner can be a very stressful event and recognises the importance of an expeditious and transparent resolution whilst maintaining a thorough and fair investigation process and the delivery of an appropriate decision.

The Act (s 47) provides the Board with a range of options to appropriately deal with complaints regarding unsatisfactory professional conduct and professional misconduct.

Prima Facie matters regarding serious professional misconduct are referred to the NSW Civil and Administrative Tribunal (NCAT) for a decision. The Board refers matters to the NCAT when they are seeking a suspension or removal from the register.

MEMBERSHIP OF THE COMPLAINTS COMMITTEE AND ATTENDANCE AT COMMITTEE MEETINGS 1 JULY 2019—30 JUNE 2020

MEMBER	APPOINTMENT	MEETING ATTENDANCE
Kylie Parry	Veterinarian Board Member	7/8
Wendy Cochrane	Consumer Representative Board Member	13/13
Jane Lord	Veterinarian Board Member	13/13
Steven Ferguson	Veterinarian Board Member	6/6

During 2020 financial year the Complaints Committee received **81** new complaints and continued the investigation of the **24** complaints current at 1 July 2019. A total of **76** complaints were finalised during the year (involving 111 veterinarians) and as at 30 June 2020 there were **28** complaints current.

BOARD DECISIONS		NEW AND FINALISED COMPLAINTS BY MONTH 1 JULY 2019—30 JUNE 2020		
COMPLAINTS	DECISIONS	MONTH	NEW COMPLAINTS	FINALISED COMPLAINTS
55	Dismissed	July 2019	9	4
1	Dismissed with Recommendation	August 2019	6	6
14	Cautioned	September 2019	4	5
2	Reprimanded	October 2019	6	6
3	Withdrawn	November 2019	14	3
1	Other	December 2019	1	14
0	NSW Civil and Administrative Tribunal	January 2020	9	1
76	TOTAL	February 2020	5	6
		March 2020	9	5
		April 2020	7	8
		May 2020	2	9
		June 2020	9	9
		TOTAL	81	76

Achievement of Other Objectives

AUSTRALASIAN VETERINARY BOARDS COUNCIL INC. (AVBC)

The veterinary boards in each State and Territory of Australia and in New Zealand constitute the members of the AVBC and provide funding for its activities. The AVBC monitors common issues, education and training standards, and co-ordinates the National Veterinary Examination (NVE) by arrangement with the National Office of Overseas Skills Recognition. The NVE is a pre-requisite for registering graduates from overseas whose qualifications are not recognised in the local legislation.

The AVBC also assesses applications from registered veterinary practitioners seeking specialist registration and makes recommendations to the Board regarding these applications.

NATIONAL RECOGNITION OF VETERINARY REGISTRATION (NRVR)

All the states and territories of Australia have agreed on the proposed model which in essence will allow a registered veterinary practitioner from one State or Territory to practise in any other State or Territory without the requirement to formally register in that jurisdiction (automatic mutual recognition).

Under the agreed model a veterinarian is required to register with the veterinary board of the State or Territory in which he or she resides.

As at 30 June 2020, NRVR had been enacted in all jurisdictions except Northern Territory and Western Australia.

CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

The Act and Regulation place a requirement on registered practitioners to submit an *Annual Return*. Information sought in the *Annual Return* includes the reporting of CPD points. The Board, the AVBC and the Australian Veterinary Association (AVA) have agreed on a model for appropriate CPD activities, validation and points allocation.

The Board relies on its relationship with the AVBC and the AVA to provide guidance in regards to CPD requirements.

Veterinarians are required to achieve 60 CPD points in their three year cycle. At least 15 of these CPD points must be classified as structured learning.

The Board continues to work cooperatively with practitioners to assist them to achieve compliance with CPD requirements. The Board's website has links to various other websites providing useful information on CPD.

The compulsory requirement to report CPD activities provides the government and consumers of veterinary services with further assurance that registered veterinary practitioners are practising in accordance with current standards of veterinary science.

The Board conducts a random audit of CPD reporting each year to monitor compliance with the legislation.

REGISTRATION AND LICENCE FEES

Fees payable to the Board were approved by the Minister for Primary Industries in accordance with the Act. The fee for annual registration of veterinary practitioners is \$300 and the annual fee for a veterinary hospital licence is \$350. The Board has established a cash reserve to cover contingencies including legal costs associated with potential disciplinary proceedings arising from matters referred to the NSW Civil and Administrative Tribunal (NCAT) and appeals of NCAT decisions to the Supreme Court of New South Wales.

BOARDTALK

The Board published the newsletter *BoardTalk* in December 2019 and June 2020. *BoardTalk* is sent either in hard copy or electronically depending on preference to every veterinarian registered in NSW and to various other stakeholders. From June 2020 a hard copy of *BoardTalk* is also sent to all veterinary hospitals. *BoardTalk* is also available to the veterinary profession and the public from the Board's website. The Board uses *BoardTalk* to educate the veterinary profession about current issues and developments affecting the functions of the Board and the regulation of veterinary services.

EMAIL COMMUNICATION

At the request of the Department of Primary Industries, the Department of Health and other regulatory bodies, the Board may distribute important bulletins to registered veterinary practitioners via email.

The Board has email addresses for 99% of NSW registered veterinary practitioners and this form of communication allows for efficient and effective distribution of important information.

The Board also provides a brief email update for the profession in March and September.

WEBSITE

The Board's website provides details of the Board's operations including relevant legislation and complaint handling processes.

An online search of the register of veterinary practitioners, veterinary specialists and all licensed veterinary hospitals in NSW is possible using the website.

There are links to relevant sites including the Australian Veterinary Association and other Australian State and Territory and New Zealand Board sites. All the relevant forms needed for registration, hospital licensing and complaints can also be downloaded from the site.

Registration and hospital licence renewal fees may be paid using the Board's website.

PAYMENT OF ACCOUNTS

The Board pays all its accounts promptly and within the indicators set by the Treasurer. It is standard operating procedure to pay accounts as soon as practicable and in any event within 30 days.

PUBLIC INTEREST DISCLOSURES

No public officials made public interest disclosures and no public interest disclosures were received by the Board for the period year ending 30 June 2020. No public interest disclosures were finalised during the above period.

The Board has established an internal reporting policy for public interest disclosures in compliance with the *Public Interest Disclosures Act 1994*. Staff have been made aware of their obligations under this legislation. The Act and guidelines are available to staff on the company server.

LAND DISPOSAL

The Board does not own any real estate.

ECONOMIC FACTORS

The Board is in a financially sound position and is not aware of any substantial contingent liabilities. Audited financial statements for the financial year ending June 2020 are available within this Annual Report.

WORKFORCE DIVERSITY

The Board employs 8 people working on either a full time (3), part time (2) or casual basis (3).

The Board complies with Equal Employment Opportunity principles in its policies and procedures relating to employment. Five of the current staff are women (2 full time, 1 part time, 2 casual). No other workforce diversity groups are declared.

Two additional persons (women) were employed by the Board during the year to assist with complaints and licensing respectively and the Hospital Inspector (male) retired. The representation and distribution of employees changed accordingly.

CONSULTANTS

The Board did not engage any consultants during the financial year ending June 2020.

DISPOSAL AUTHORITY

The Board uses a disposal authority to identify, file, archive or dispose of all of its documents. The disposal authority has been approved by State Records NSW.

RESEARCH AND DEVELOPMENT

The Board has established measures to collect information about age, gender and employment patterns of registered veterinary practitioners and the results are published in this Annual Report.

PROMOTION OF INFORMATION ABOUT THE BOARD

The Board issues the following publications:

- Annual Report
- The newsletter *BoardTalk*
- Board updates
- Veterinary Practitioner Guidelines

BoardTalk, Annual Reports, Board policies, Board guidelines, the *Veterinary Practice Act 2003*, *Veterinary Practice Regulation 2013* and other legislation affecting the practice of veterinary science in NSW are available from the Board's website.

ENQUIRIES

The Board processes formal complaints concerning the conduct of veterinary practitioners. Other enquiries relating to activities associated with the veterinary profession made to the Board by consumers and veterinary practitioners are dealt with by the staff of the Board and referred to the Board as required. The staff provide a timely response by telephone or email.

The staff have a broad knowledge of practical information usually required and offer referral to other agencies where appropriate. Written submissions are considered at Board meetings and the Registrar replies as directed by the Board.

RISK MANAGEMENT AND INSURANCE ACTIVITIES

The Board maintains insurance cover through the Treasury Managed Fund for its assets and any liability of staff and Board members. It also maintains workers compensation insurance as required by workers compensation legislation.

The Board has been granted a small agency exemption in relation to internal audit and risk management policy TPP 09-05 based on an assessment of existing risk management processes by NSW Treasury.

CYBER SECURITY ANNUAL ATTESTATION STATEMENT

I, John Baguley, am of the opinion that the Board had an Information Security Management System (ISMS) in place during the 2019-2020 financial year that is consistent with the Core Requirements set out in the NSW Government Digital Information Security Policy.

The controls in place to mitigate identified risks to the digital information and digital information systems of the Board are adequate.

There is no agency under the control of the Board which is required to develop an independent ISMS in accordance with the NSW Government Digital Information Security Policy.

MULTICULTURAL POLICIES & SERVICES PROGRAM

The Board is committed to the principles of multiculturalism and strives to ensure its services and facilities are accessible to all residents of this State. The Board is aware of the strategic priorities for Multicultural NSW.

The Board has implemented its multicultural policies and services plan by circulating information and providing training that will assist staff to respond effectively to multicultural services issues as required.

The Board and staff of the Board are particularly aware that people seeking information about veterinary services are from culturally diverse backgrounds and some may require additional assistance when communicating with the Board.

Specifically, regarding services for humanitarian entrants to the profession, the Board plans to continue to work harmoniously with other veterinary boards in Australia and New Zealand and with the AVBC to ensure consistency in the recognition of overseas qualifications and access to the profession.

NSW GOVERNMENT ACTION PLAN FOR WOMEN

The Board is committed to ensuring that the Government's policies in relation to women and women's issues are implemented in all aspects of the functions of the Board.

Four of the six veterinary practitioner Board members are women and six of the eight members of the Board are women.

Data for 2020 reveal that 60% of all registered veterinary practitioners and 80% of new graduate registrants in NSW are women.

DELIVERY OF ELECTRONIC SERVICES

The Board and its staff recognise the savings in time and costs which are achieved by the use of electronic communications and services.

The Board uses email and the website extensively for communication with and provision of information to the profession and the public.

The website provides the profession and the public with an efficient method for sourcing forms, guidelines, policies and statistics, and searching for veterinary practitioners and hospitals. The use of the website minimises administration processes allowing staff to focus on other duties.

The Board maintains an electronic registration payment gateway through the Board's website. This provides veterinary practitioners with the option of online payment of annual registration renewal fees. Almost all registration renewal fees, hospital renewal fees, and Annual Returns are submitted online.

Board and Complaints Committee meetings are 'paperless' and most communication with the profession is by electronic means.

RECORDS MANAGEMENT

The Board maintains a comprehensive Records Management Policy in compliance with its obligations under the *State Records Act 1998*. This policy also includes an approved Disposal Authority which identifies all of the records held by the Board, the period of their retention and the method of their archive or disposal.

Staff participate in the State Records Small Agencies Forum and attend training programs. Staff apply the Records Management Policy Procedures and the Board's records are maintained in electronic and hardcopy format to the required standard.

COLLECTION OF DATA ABOUT THE VETERINARY PROFESSION

During the year the Board collated new data received from submission of Annual Returns. The Board is able to provide accurate statistical information to the Government and other stakeholders as outlined in this Annual Report.

This Annual Report provides a detailed statistical overview of the veterinary profession in NSW. The Board is well placed to identify trends and changes within the profession from analysis of these statistics

Information collected from veterinary practitioners includes:

- gender
- date of birth
- employment field
- location of employment (remoteness)
- degree and
- year and university from which the degree was obtained.

FLEXIBLE WORK PRACTICES

The Board recognises the importance of flexibility for all employees to balance their work and personal responsibilities more efficiently and effectively.

OFFICE OF THE INFORMATION COMMISSIONER

The Board provides open access to documents that have already been made public in some other way; information that would not raise any potential concerns in terms of public interest considerations against disclosure; and documents containing personal information about a particular individual, and that is the person who is requesting the information.

A formal access application may be made for all other information held by the Board other than excluded information under schedule 2 the *Government Information (Public Access) Act 2009*.

Two formal access applications for information were received by the Board during the reporting year.

The Board has reviewed information currently available and based on this analysis and informal and formal applications for access the Board has not made any additional information publicly available.

The Board's right to information officer is the Registrar, Dr John Baguley.

The Board has developed a Privacy Management Plan to ensure compliance with Information Protection Principles and Health Privacy Principles. This Plan is reviewed annually by the Board. The Board did not receive a request for an internal review during the reporting year.

WORK HEALTH AND SAFETY

The Board is aware of its work health and safety obligations and informs staff of relevant changes. No work related injuries or illnesses were reported during the year. The Board was not the subject of any prosecutions under the *Work Health and Safety Act 2011*.

DISABILITY INCLUSION ACTION PLAN

The Board maintains a range of strategies to support people with a disability in accordance with the *Disability Inclusion Act 2014* including:

- Arrangements are made as required to meet the needs of those with disabilities. This includes seeking assistance where applicable from external providers to prepare and coordinate return to work plans for staff with work related injuries and/or temporary disabilities
- Staff have undertaken training in relation to needs of people with disabilities and disability awareness
- Access to premises and within premises access to disabled washrooms
- Compliance with Web Content Accessibility Guidelines as required. The Board's website may be accessed by persons who are visually impaired.

LEGISLATIVE CHANGES

There were minor amendments to *Veterinary Practice Regulation 2013* and more specifically the Veterinary Practitioners Code of Professional Conduct during the reporting year.

OVERSEAS VISITS

Nil.

Doctors' Health Advisory Service

The Doctors' Health Advisory Service in NSW (DHAS) is a confidential, readily available source of advice and support for veterinarians, students, family members and colleagues.

In early 1997 Dr Frank Doughty facilitated an arrangement with the DHAS to provide confidential, personal and health related assistance to all members of the veterinary profession in NSW. The Veterinary Practitioners Board NSW fully supports this service and contributes to the funding of the DHAS on behalf of the veterinary profession.

Calls generally relate to substance abuse (alcohol and other drugs), psychological or physical issues, financial difficulties or a combination of these problems. Each caller's problems are unique.

The DHAS aims to assist veterinarians to maintain full personal, professional and social capability. If this is not possible, alternatives can be explored which enable veterinarians to function in their profession with appropriate support and dignity.

The DHAS is an advisory, not treatment service.

The DHAS provides a 24-hour phone line, which is manned by an answering service. Calls are then returned by qualified DHAS staff (a psychiatrist and social worker) or health professional associates. Callers are not required to leave any identifying data, only a phone number to enable a return call.

Depending on the nature of the call and discussion with the caller, advice will be provided about "next steps", if these are required. The next steps may take the form of one or more of the following:

1. Subsequent discussion between the caller and the DHAS staff or associate.
2. Referrals may be suggested to a GP, psychiatrist, drug and alcohol specialist, other medical specialist, psychologist, or other allied health professional.
3. On a case-by-case basis, and with the caller's permission, the above named professionals may be contacted by the DHAS to facilitate the referral.
4. An offer is always made to the caller for ongoing contact with the DHAS, as required.

Importantly, the DHAS is not an emergency service – the answering service advises callers to contact 000 in the case of an emergency.

Dr Frank Doughty
Advisory Committee Member
Doctors' Health Advisory Service



**Every doctor, dentist and veterinarian
should have their own GP**

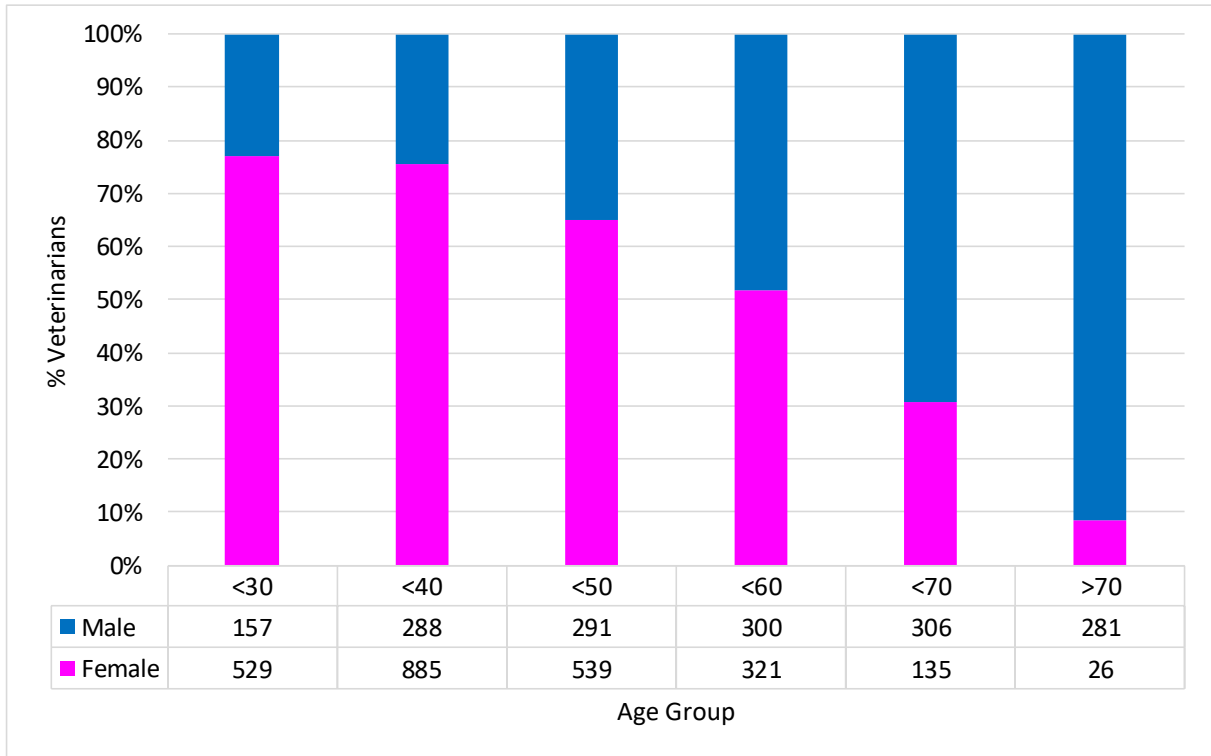
**Helpline
02 9437 6552
24 hours**



Operational Statistics



**All Veterinarians
Gender and Age Group
2020**

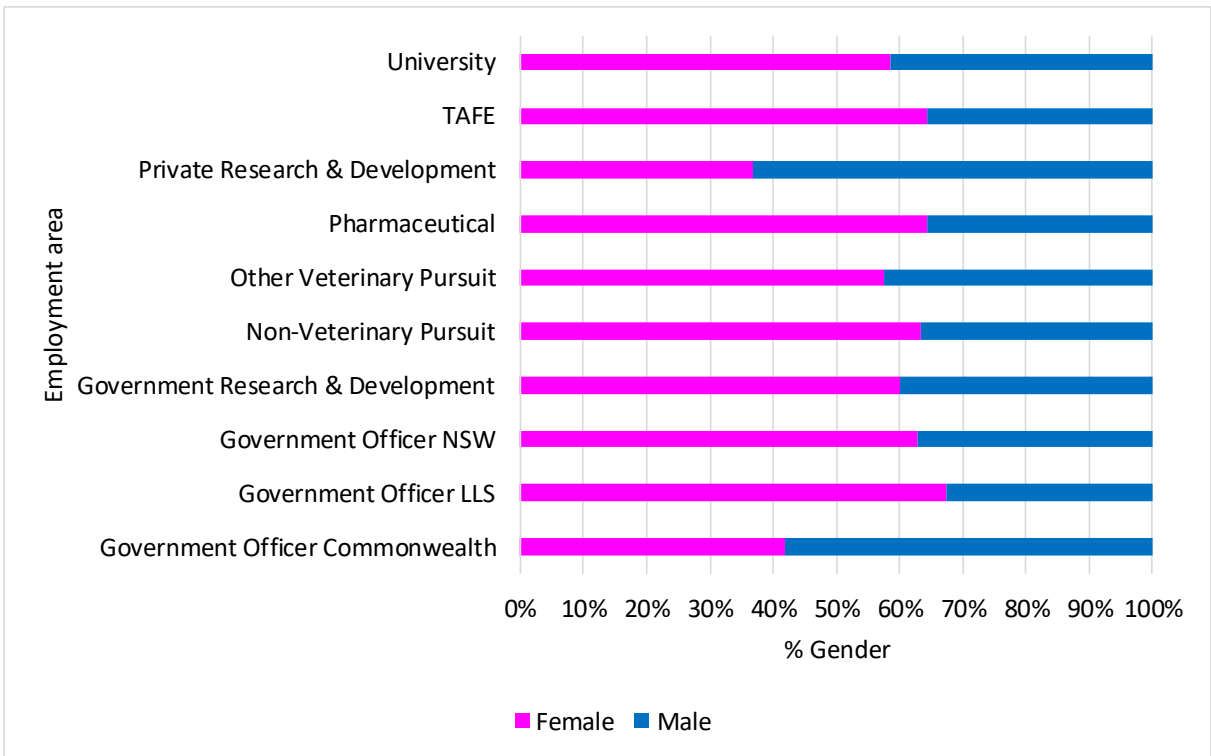


**Employment General Practice
Gender and Age Group
2020**



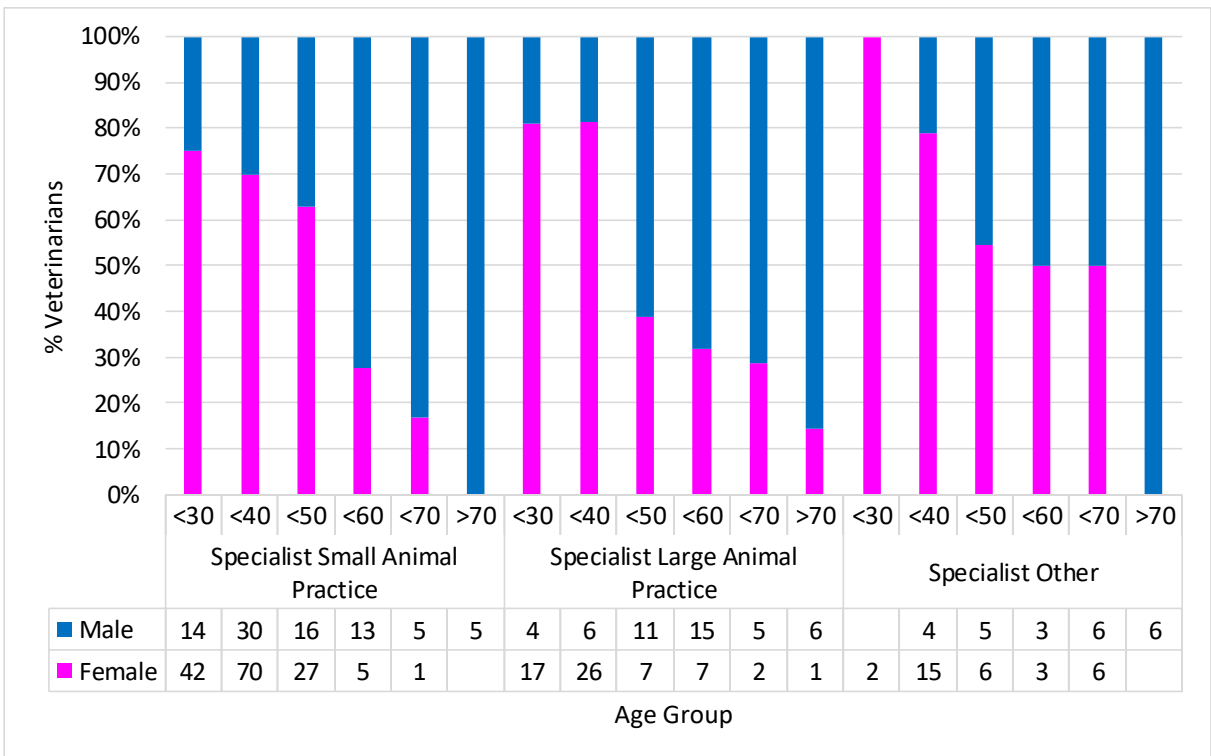
Employment Areas other than General Practice

**Gender
2020**

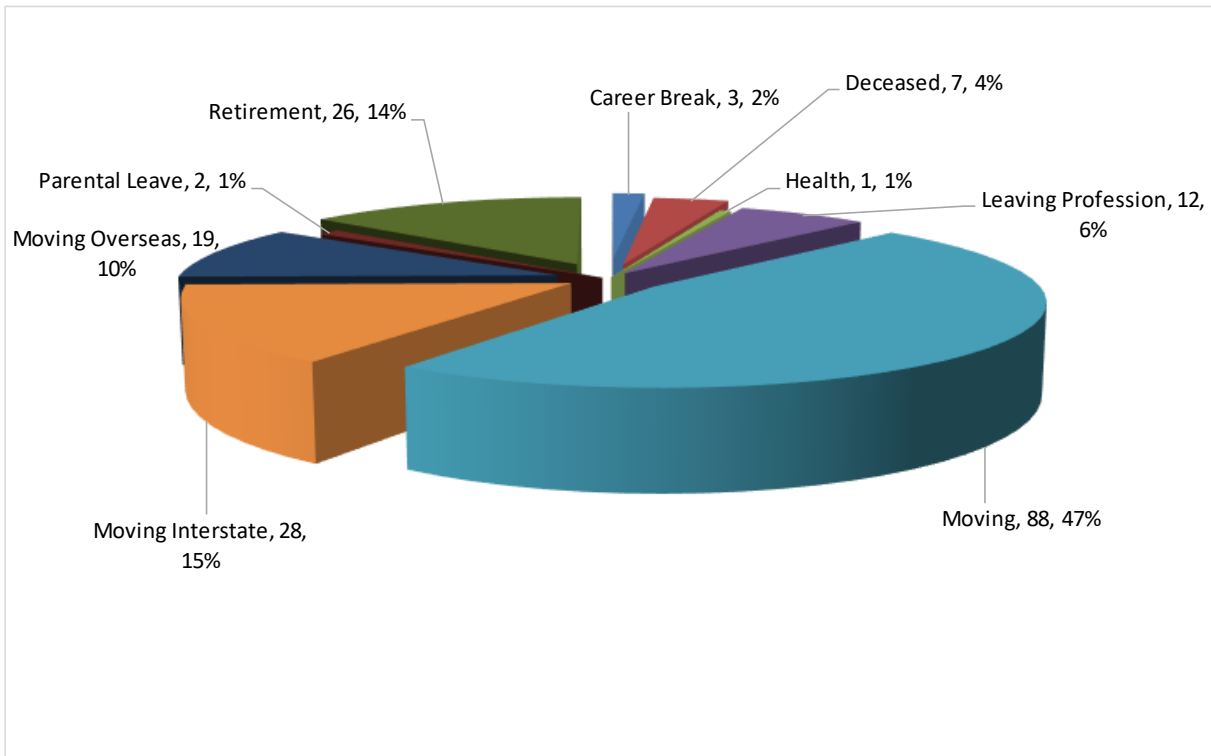


Employment Areas Specialist Practice

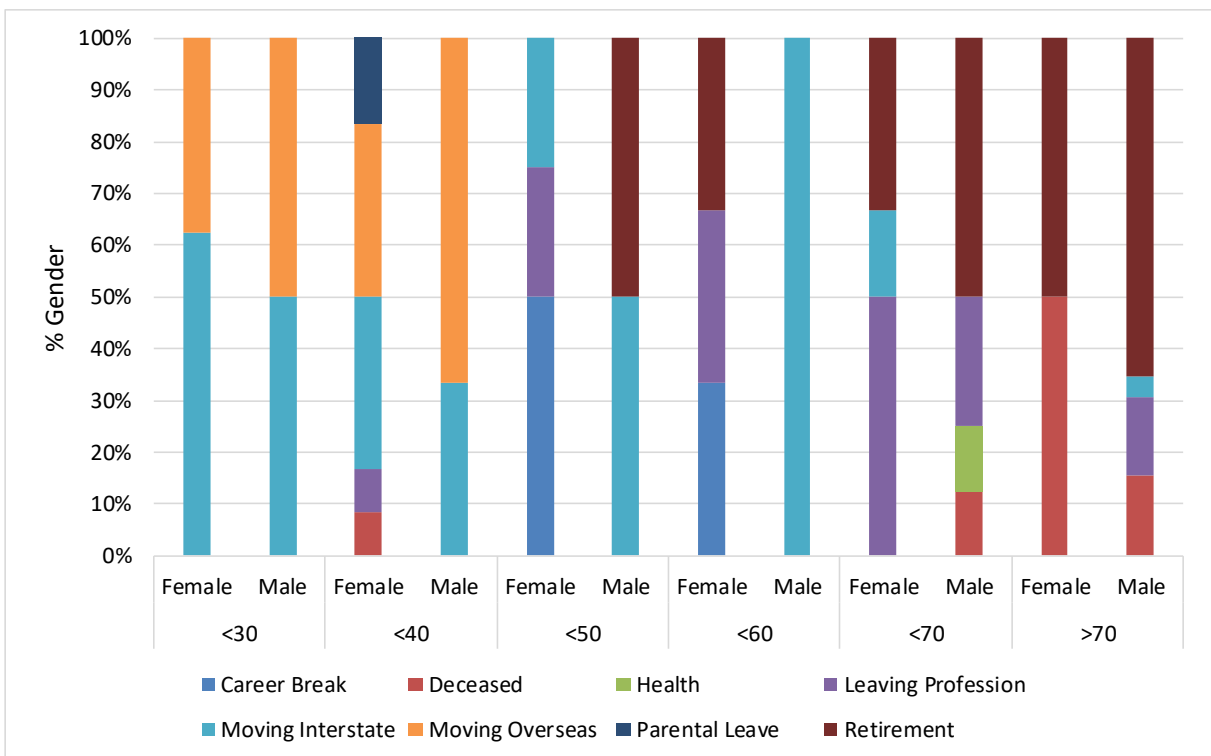
**Gender and Age Group
2020**



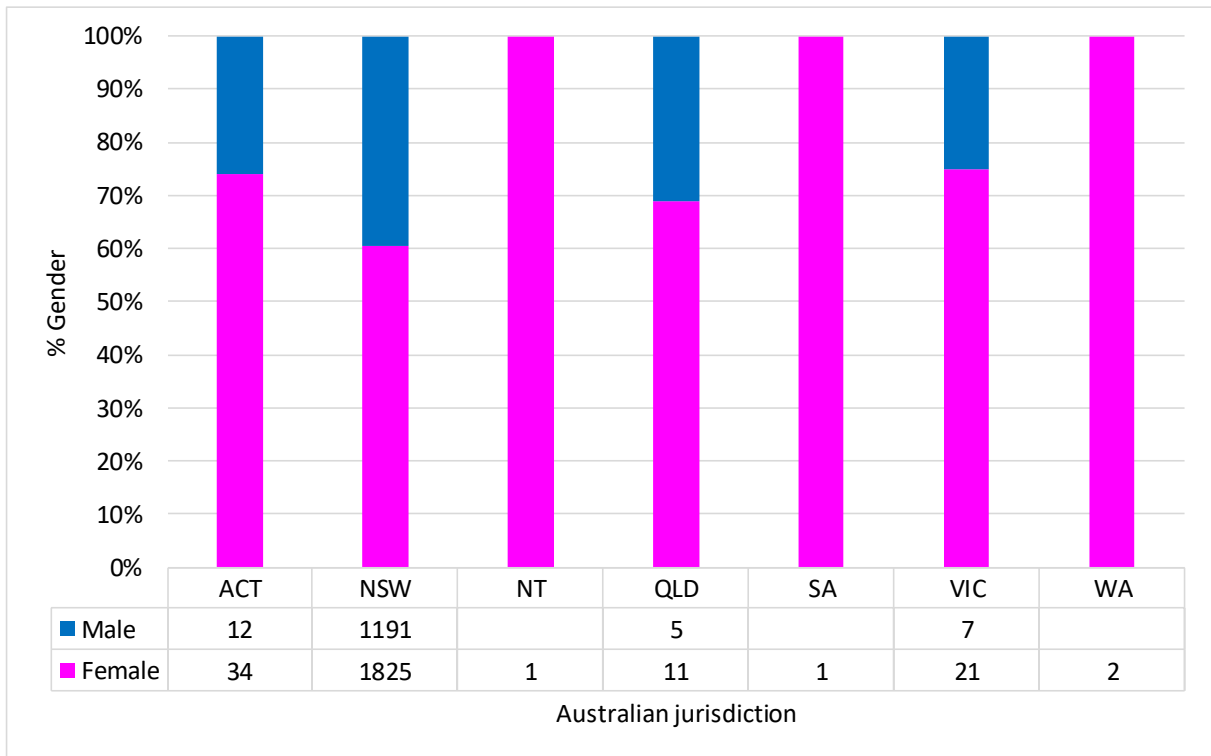
**Removals from Register
Selected Reasons for Removal
2020**



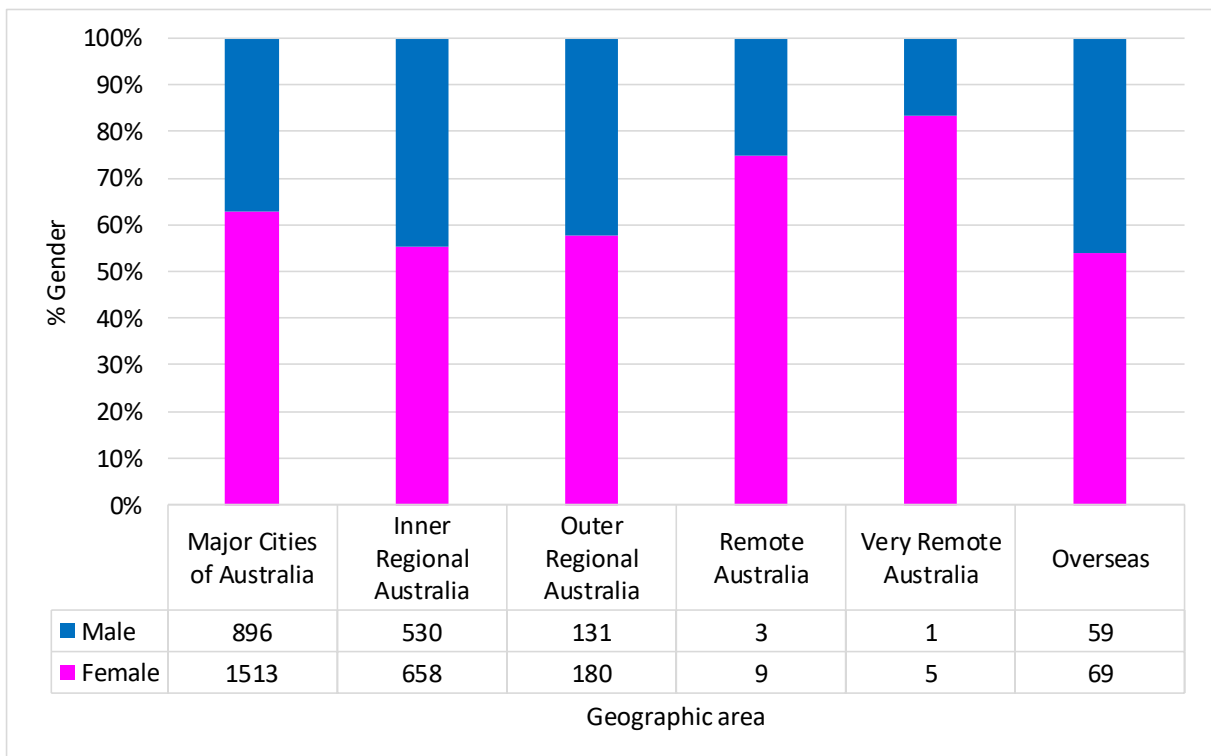
**Removals from Register
Selected Reasons for Removal by Gender and Age Group
2020**



**All Veterinarians
Gender and Location of Practice in Australia
2020**



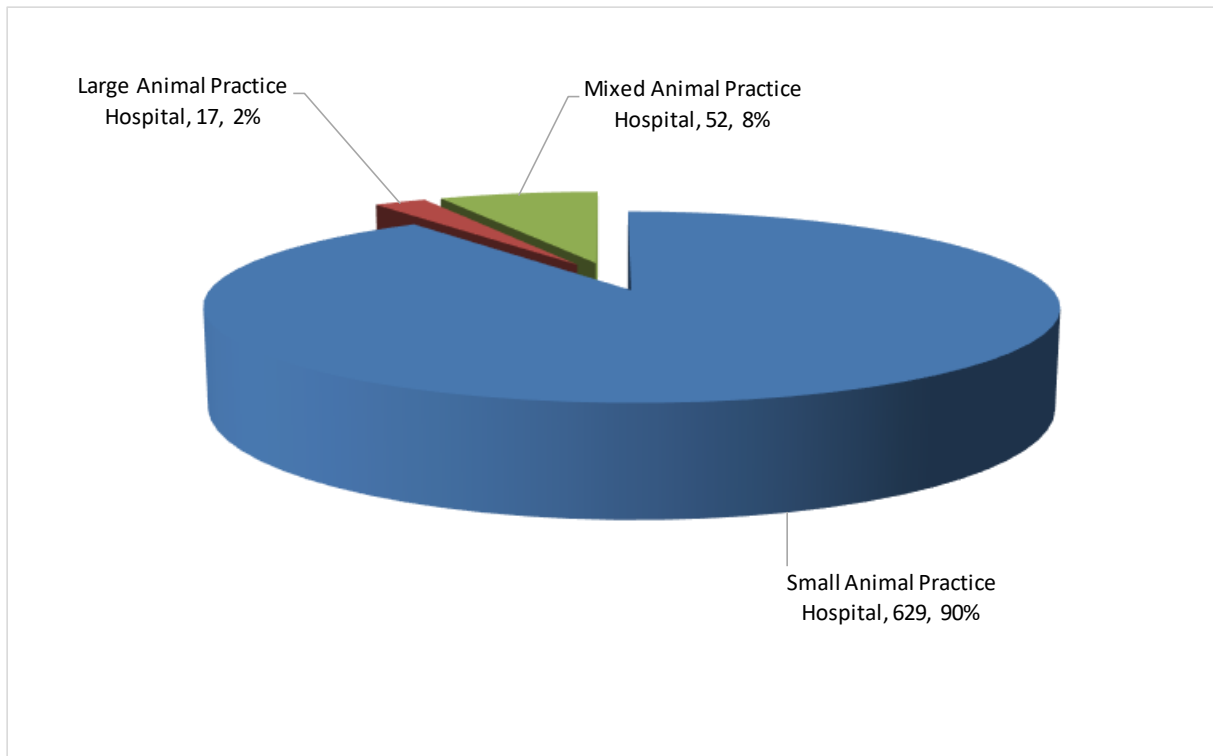
**All Veterinarians
Gender and Remoteness of Practice in NSW
2020**



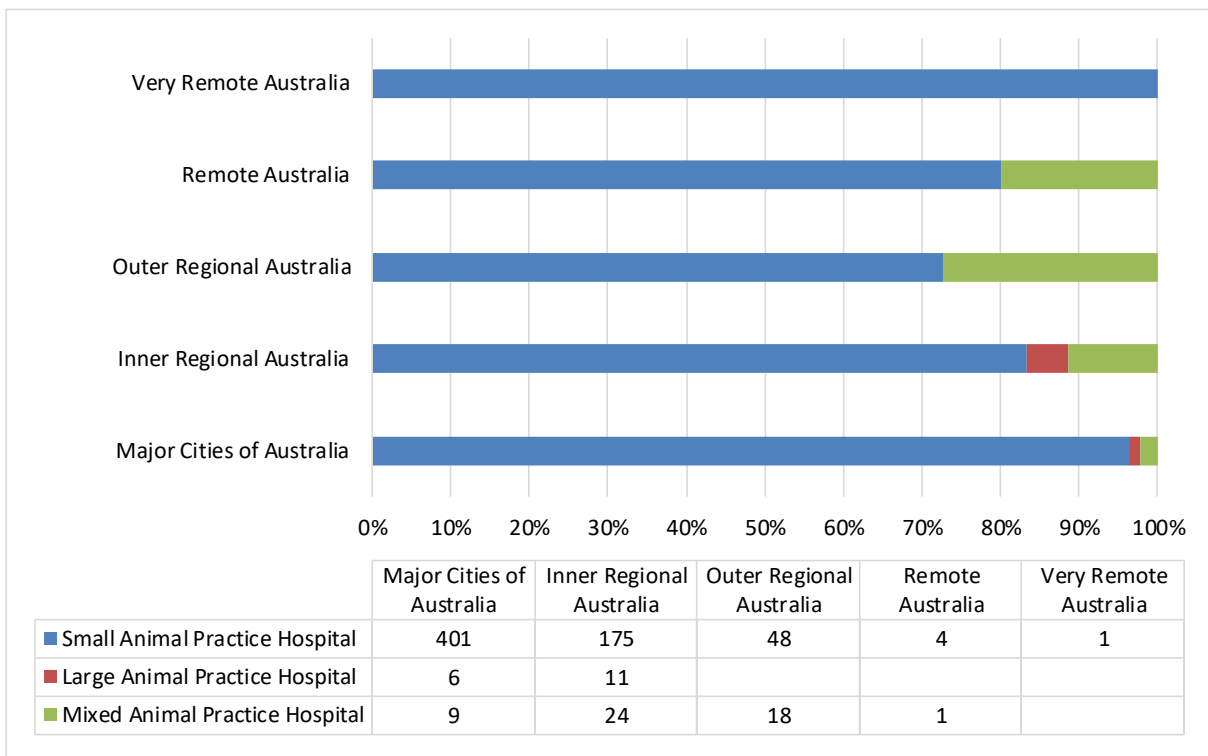
Veterinary Hospitals

Licence Type

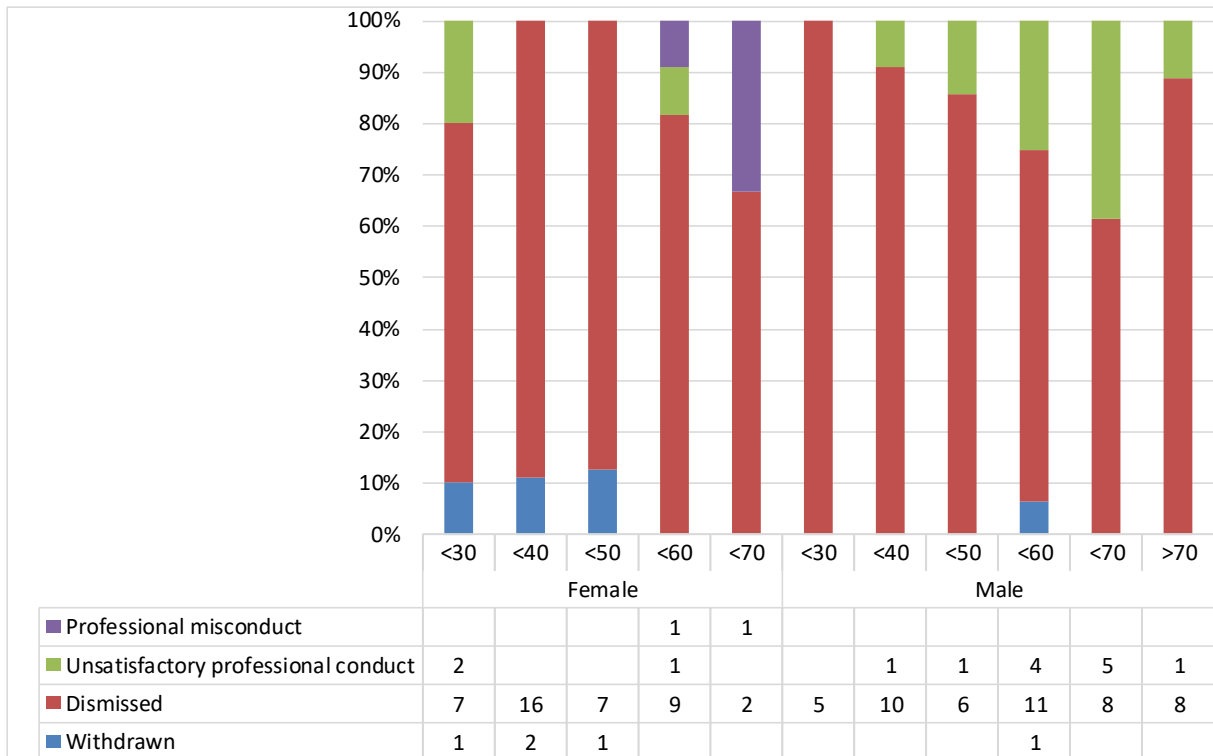
2020



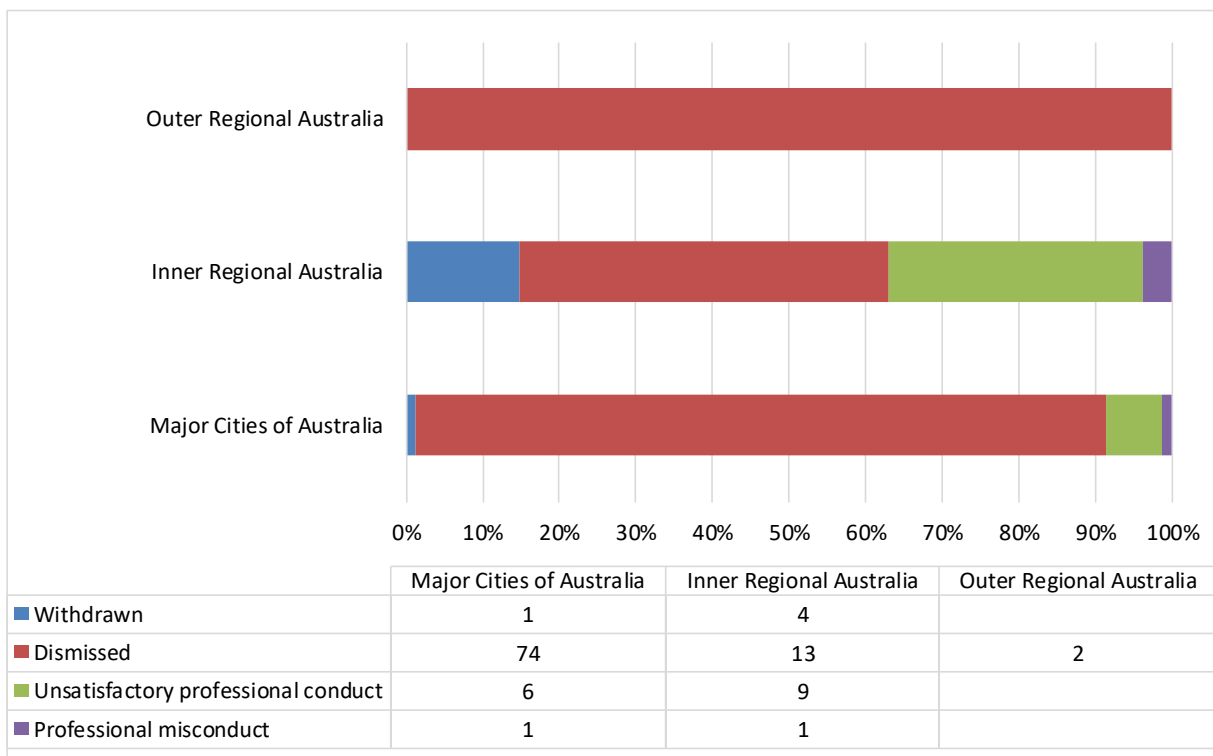
Veterinary Hospitals
Licence Type and Remoteness of Practice
2020



**Complaint Decisions
Gender and Age Group
2020**



**Complaint Decisions
Remoteness of Practice
2020**



Financial Statements





STATEMENT BY MEMBERS OF THE BOARD

Pursuant to the *Public Finance and Audit Act 1983* s 41C, and in accordance with a resolution of the Members of the Veterinary Practitioners Board made on 15 October 2020, we declare on behalf of the Board that in our opinions:

1. The accompanying financial statements exhibit a true and fair view of the financial position of the Veterinary Practitioners Board as at 30 June 2020 and the transactions for the year then ended.
2. The financial statements have been prepared in accordance with the provisions of the *Public Finance and Audit Act 1983*, the *Public Finance and Audit Regulation 2015*, Australian Accounting Standards, which include Australian Accounting Interpretations, and the Treasurer's directions.
3. There are no circumstances which would render any particulars included in the financial statements to be misleading or inaccurate.

J Mark Simpson
President, Veterinary Practitioners Board
15 October 2020

Lisa Minogue
Member, Veterinary Practitioners Board
15 October 2020



INDEPENDENT AUDITOR'S REPORT

Veterinary Practitioners Board

To Members of the New South Wales Parliament

Opinion

I have audited the accompanying financial statements of the Veterinary Practitioners Board (the Board), which comprise the Statement of Comprehensive Income for the year ended 30 June 2020, the Statement of Financial Position as at 30 June 2020, the Statement of Changes in Equity and the Statement of Cash Flows for the year then ended, notes comprising a Summary of Significant Accounting Policies and other explanatory information.

In my opinion, the financial statements:

- give a true and fair view of the financial position of the Board as at 30 June 2020, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- are in accordance with section 41B of the *Public Finance and Audit Act 1983* (PF&A Act) and the Public Finance and Audit Regulation 2015.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Board in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of public sector agencies
- precluding the Auditor-General from providing non-audit services.

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

Other Information

The Board's annual report for the year ended 30 June 2020 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The members of the Board are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the Statement by Members of the Board.

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information.

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

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Members of the Board's Responsibilities for the Financial Statements

The members of the Board are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the PF&A Act, and for such internal control as the members of the Board determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the members of the Board are responsible for assessing the Board's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements.

Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Board carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.

A handwritten signature in black ink, consisting of the letters 'JMP' in a stylized, cursive font.

Jan-Michael Perez
Director, Financial Audit

Delegate of the Auditor-General for New South Wales

16 October 2020
SYDNEY

Veterinary Practitioners Board
Statement of Comprehensive Income
for the year ended 30 June 2020

	Notes	2020 \$	2019 \$
EXPENSES			
Employee Related Expenses	2(a)	660,612	604,800
Other Operating Expenses	2(b)	280,394	292,000
Depreciation and Amortisation	2(c)	106,905	11,424
Other Expenses	2(d)	232,593	229,595
Total Expenses Excluding Losses		1,280,504	1,137,819
REVENUE			
Licence and Application Fees	3(a)	1,429,440	1,384,950
Other Revenue	3(b)	39,420	33,345
Investment Revenue		3,589	139,921
Total Revenue		1,472,449	1,558,216
Gain/(Loss) on Disposal	4	(5,161)	-
Net Result for the Year		186,784	420,397
Total Comprehensive Income for the Year		186,784	420,397

The accompanying notes form part of these financial statements

Veterinary Practitioners Board
Statement of Financial Position
as at 30 June 2020

	Notes	2020 \$	2019 \$
ASSETS			
Current Assets			
Cash and Cash Equivalents	5	1,599,319	1,792,246
Receivables	6	24,133	24,398
Inventories	7	735	3,255
Financial Assets at Fair Value	8	2,677,906	2,183,877
Other	9	52,632	52,252
Total Current Assets		4,354,723	4,056,028
Non-Current Assets			
Receivables	6	7,640	8,840
Plant and Equipment	10	31,447	24,595
Right of Use Assets	11	189,145	-
Intangible Assets	12	160,612	71,312
Total Non-Current Assets		388,844	104,747
Total Assets		4,743,567	4,160,775
LIABILITIES			
Current Liabilities			
Payables	13	88,966	70,503
Other	14	1,233,050	1,060,750
Borrowings	15	90,608	-
Provisions	16	127,991	121,560
Total Current Liabilities		1,540,615	1,252,813
NON-CURRENT LIABILITIES			
Provisions	16	38,544	33,015
Borrowings	15	102,677	-
Total Non-Current Liabilities		141,221	33,015
Total Liabilities		1,681,836	1,285,828
Net Assets		3,061,731	2,874,947
EQUITY			
Accumulated Funds	18	3,061,731	2,874,947
Total Equity		3,061,731	2,874,947

The accompanying notes form part of these financial statements

**Veterinary Practitioners Board
Statement of Changes in Equity
for the year ended 30 June 2020**

	Notes	Accumulated Funds	Total
Balance at 1 July 2019		2,874,947	2,874,947
Net result	18	186,784	186,784
		<hr/>	<hr/>
Total comprehensive income for the year	18	186,784	186,784
		<hr/>	<hr/>
Balance at 30 June 2020		3,061,731	3,061,731
		<hr/>	<hr/>
Balance at 1 July 2018		2,454,550	2,454,550
Net result	18	420,397	420,397
		<hr/>	<hr/>
Total comprehensive income for the year	18	420,397	420,397
		<hr/>	<hr/>
Balance at 30 June 2019		2,874,947	2,874,947
		<hr/>	<hr/>

The accompanying notes form part of these financial statements

Veterinary Practitioners Board
Statement of Cash Flow
for the year ended 30 June 2020

	Notes	2020 \$	2019 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Payments			
Employee Related		642,921	585,156
Other Operating Expenses		497,149	543,092
Total Payments		1,140,070	1,128,248
RECEIPTS			
Licence and Application Fees		1,601,740	1,382,520
Investment Revenue		3,589	139,921
Other Income		39,920	39,205
Total Receipts		1,645,249	1,561,646
Net Cash From Operating Activities	17	505,179	433,398
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of Financial Assets		(494,028)	(918,070)
Purchase of Intangible Assets		(89,300)	(71,312)
Purchase of Plant and Equipment		(28,128)	(990)
Net Cash Flows from Investing Activities		(611,456)	(990,372)
Cash Flows from Financing Activities			
Repayment of borrowing and leasing liabilities		(86,650)	-
Net Cash Flows from Financing Activities		(86,650)	-
Net Increase/(Decrease) in Cash Balance		(192,927)	(556,974)
Opening Cash and Cash Equivalents		1,792,246	2,349,220
CLOSING CASH AND CASH EQUIVALENTS	5	1,599,319	1,792,246

The accompanying notes form part of these financial statements

Veterinary Practitioners Board

Notes to the financial statements for the year ended 30 June 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a) Reporting Entity

The Veterinary Practitioners Board (Board) is a statutory body under the *Public Finance Audit Act 1983*. The Board is a not-for-profit entity (as profit is not its principal objective) which registers veterinary practitioners, licenses veterinary hospitals and investigates complaints about the practice of veterinary science in NSW under the *Veterinary Practice Act 2003*. The expenses of the Board are met directly from the revenue collected by the Board mainly in the form of licence and application fees.

The financial statements for the year ended 30 June 2020 are authorised for issue by President Dr John Mark Simpson and member Mrs Lisa Minogue on 15 October 2020.

b) Basis of Preparation

The Board's financial statements are general purpose financial statements which have been prepared in accordance with:

- applicable Australian Accounting Standards (which include Australian Accounting Interpretations)
- the requirements of the *Public Finance and Audit Act 1983*
- the *Public Finance and Audit Regulation 2015*
- applicable Treasurer's Directions and Treasury Circulars.

The financial statements have been prepared on an accruals basis and are based on historical costs, modified where applicable, by measurement at the fair value of selected non-current assets, financial assets and financial liabilities.

Property, plant and equipment are measured at fair value. Other financial statement items are prepared in accordance with the historical cost convention.

Judgements, key assumptions and estimations that management has made are disclosed in the relevant notes to the financial statements.

All amounts are rounded to the nearest one dollar and are expressed in Australian currency.

Except when an Australian Accounting Standard permits or requires otherwise, comparative information is presented in respect of the previous period for all amounts reported in the financial statements.

i. Statement of compliance

The financial statements and notes comply with Australian Accounting Standards, which include Australian Accounting Interpretations.

ii. Cash and Cash Equivalents

For the purpose of the statement of cash flow, cash includes cash on hand, at call deposits with banks or financial institutions and investments in money market instruments maturing within less than three months, and is reported net of bank overdrafts.

iii. Employee Benefits and other provisions

Provisions are made for benefits accruing to employees in respect of wages and salaries, annual leave, and long service leave when it is probable that settlement will be required and they are capable of being measured reliably.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

iii. Employee Benefits and other provisions (continued)

Wages, salaries and annual leave

Provisions made in respect of wages and salaries, annual leave and other employee benefits expected to be settled within 12 months of the reporting date representing present obligations resulting from employees' services provided up to the reporting date, calculated at undiscounted amounts based on remuneration rates that the Board expects to pay including related on-costs.

Annual leave is not expected to be settled wholly before twelve months after the end of the annual reporting period in which the employees render the related service. As such, it is required to be measured at present value in accordance with AASB 119 *Employee Benefits* (although short-cut methods are permitted). The Board has assessed the actuarial advice based on the Board's circumstances and has determined that the effect of discounting is immaterial to annual leave.

Unused non-vesting sick leave does not give rise to liability as it is not considered probable that sick leave taken in the future will be greater than the benefits accrued in the future.

Long service leave

Provisions for employee benefits for long service leave represent the present value of the estimated future cash outflows to be made resulting from employees' services provided up to the reporting date.

The provision is calculated using expected future increases in wage and salary rates including related on-costs and expected settlement dates based on turnover history and is discounted using the rates attaching to national government securities at balance date which most closely match the terms of maturity of the related liabilities. The unwinding of the discount is treated as long service leave expense.

Superannuation plan

The Board contributes to accumulation based funds chosen by each employee as per the Australian Government initiative 'Super Choice'. Contributions are charged against expenditure as they are incurred.

iv. Plant and Equipment

The cost method of accounting is used for the initial recording of all acquisitions of assets controlled by the Board. The capitalisation threshold is \$100. The assets below this threshold can be expensed from the date of acquisition.

Cost is the amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire the asset at the time of its acquisition or construction or, where applicable, the amount attributed to that asset when initially recognised in accordance with the specific requirements of other Australian Accounting Standards.

Assets acquired at no cost, or for nominal consideration, are initially recognised at their fair value at the date of acquisition.

For non-specialised assets with short useful lives, recognition at depreciated historical cost is regarded as an acceptable surrogate for fair value, in accordance with TPP 14-01. This is because any difference between fair value and depreciated historical cost is unlikely to be material.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

iv. Plant and Equipment (continued)

Depreciation

Depreciation is provided for on a straight-line basis for all depreciable assets so as to write off the depreciable amount of each asset as it is consumed over its useful life to the Board.

All material and separately identifiable components of assets are depreciated over their useful lives.

The depreciation method is reviewed at least annually and, if there has been a change in the expected pattern of consumption, the method applied will be changed to reflect this.

When depreciation rates or depreciation methods are changed, the change is accounted for as a change in accounting estimate. The effect is recognised in the financial year of the change, if the change affects that year only, or in the year of the change and future years, if the change affects both. The depreciation recognised in prior financial years is not changed either by an adjustment via the profit and loss account or via retained profits or accumulated losses.

The useful lives used for each class of assets are:

CLASS OF FIXED ASSETS	USEFUL LIFE
Office equipment	3 – 8 years
Furniture and Fittings	5 – 12 years
Fit-out assets	12 years

v. Inventories

Inventories held for distribution are measured at cost, adjusted when applicable for any loss of service potential. For inventories held for distribution, a loss of service potential would be identified and measured based on the existence of a current replacement cost that is lower than the carrying amount. Cost is calculated using the weighted average cost.

vi. Impairment of Assets

As a not-for-profit entity with no cash-generating units, impairment under the AASB 136 *Impairment of Assets* is unlikely to arise. As property, plant and equipment are carried at fair value, impairment can only arise in the rare circumstances where the costs of disposal are material. Specifically, impairment is unlikely for not-for-profit entities given that AASB 136 modifies the recoverable amount test for non-cash generating assets of not-for-profit entities to the higher of fair value less costs of disposal and depreciated replacement cost, where depreciated replacement cost is also fair value.

vii. Receivables

Receivables are non-derivate financial assets with fixed or determinable payments that are not quoted in an active market. These financial assets are recognised initially at fair value, usually based on the transaction cost or fair value. Subsequent measurement is at amortised cost using the effective interest method, less an allowance for expected credit losses. Any changes are accounted for in the operating statement when impaired, derecognised or through the amortisation process.

Short-term receivables with no stated interest rate are measured at the original invoice amount where the effect of discounting is immaterial.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

viii. Payables

These amounts represent liabilities for goods and services provided to the agency and other amounts. Payables are recognised initially at fair value, usually based on the transaction cost or face value. Subsequent measurement is at amortised cost using the effective interest method. Short-term payables with no stated interest rate are measured at the original invoice amount where the effect of discounting is immaterial.

ix. Revenue Recognition

Income is mainly derived from veterinary practitioner annual registration fees (due on or before 30 June for the ensuing financial year) and annual hospital licence fees (due on or before 30 June for the ensuing financial year). As the payments are of a statutory nature, there are no specific performance obligations. Payment of registration fees depends upon the exercise of an election to renew registration and is recognised at the date of payment. Veterinary practitioner registration fees and hospital licence fees which represent the fees for the period after 30 June 2020 are recognised as contract liabilities (unearned income) and recognised as a liability because the fees are paid in respect of the next financial year.

Investment revenue is recognised as it accrues.

Other income for rendering service is recognised when the service is provided or by reference to the stage of completion (based on labour hours incurred to date).

x. Accounting for the Goods and Services Tax (GST)

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

- the amount of GST incurred by the Board as a purchaser that is not recoverable from the Australian Taxation Office is recognised as part of the cost of acquisition of an asset or as part of an item of expense
- receivables and payables are stated with the amount of GST included
- cash flows are included in the statement of cash flow on a gross basis
- the amount of recoverable GST in respect of cash flow from financing and investing activities is disclosed as operating cash flows.

xi. Financial Assets at Fair Value

The TCorpIM Funds are designated at fair value through profit or loss as these financial assets are managed and their performance is evaluated on a fair value basis, in accordance with a documented risk management strategy, and information about these assets is provided internally on that basis to the Board's key management personnel.

The movement in the fair value of TCorpIM Funds incorporates distributions received as well as unrealised movements in fair value and is reported in the line item 'investment revenue'.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

xii. Intangible Assets

Intangible assets are recognised only if it is probable that future economic benefits will flow to the Board and the cost of the asset can be measured reliably. Intangible assets are measured initially at cost. Where an asset is acquired at no or nominal cost, the cost is its fair value as at the date of acquisition. Following initial recognition, intangible assets are subsequently measured at fair value only if there is an active market. If there is no active market for the intangible assets, the assets are carried at cost less any accumulated amortisation and impairment losses.

The intangible assets are amortised using the straight-line method over the useful lives assessed.

In the financial year 2019, the Board entered into a contract to develop a new online database solution which would allow registration and licensing applications to be submitted through a new website (user interface) and processed online. The design aims to replace the existing manual process, improve the overall efficiency, generate future economic benefit by reducing running costs, and support the objectives of the Board.

All the payments in the development phase are listed as 'Intangible Assets WIP' until the project is completed (available for use) and recognised as an intangible asset given the Board expects to receive future economic benefits from the conversion of manual systems into 'the cloud'. The Board anticipates the project will be completed in December 2020 and expects 10 years of useful life.

xiii. Change of Accounting Estimates

In the financial year 2020, the Board has reviewed and increased the estimated useful lives for 3 items in the class of 'Office Equipment', which affected the depreciation for both current financial year and future financial years.

The net effect to 2020 depreciation was a \$1,615 increase in the depreciation expense.

xiv. Change of Accounting Policies

The Board has adopted AASB 15 *Revenue from Contracts with Customers*, AASB 16 *Leases* and AASB 1058 *Income of Non-for-Profit Entities* which requires changes in accounting policies in respect of recognition, classification and measurement.

AASB 15 – REVENUE FROM CONTRACTS WITH CUSTOMERS

The Board has adopted AASB 15 which requires entities to exercise judgement, taking into consideration all of the relevant facts and circumstances when applying each step of the model to contracts with their customers, including incremental costs of obtaining a contract and the costs directly related to fulfilling a contract. As the Board income is a result of its administration of statutory obligations the entity had no impacts from the adoption and transitional provisions in AASB 15.

The Board has used the transitional practical expedient permitted by the standard to reflect the aggregate effect of all of the modifications that occur before 1 July 2018 when:

- identifying the satisfied and unsatisfied performance obligations
- determining the transaction price
- unallocated the transaction prices in respect of performance obligations pending price determinations.

The adoption of AASB 15 did not have an impact during the financial year.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

xiv. Change of Accounting Policies (continued)

AASB 1058 - INCOME OF NOT FOR PROFIT ENTITIES

The Board has adopted AASB 1058 which applies to income with a donation component, i.e. transactions where the consideration to acquire an asset is significantly less than fair value principally to enable a not-for-profit entity to further its objectives; and volunteer services. AASB 1058 adopts a residual approach, meaning that entities first apply other applicable Australian Accounting Standards (e.g. AASB 1004, AASB 15, AASB 16, AASB 9, AASB 137) to a transaction before recognising income.

The Board has reviewed and determined if any of its transactions are or contains a donation (accounted for under AASB 1058) or a contract with a customer (accounted for under AASB 15) and has determined that no such transactions exist during the 2020 financial year.

The Board has considered the practical expedient in AASB 1058 whereby existing assets acquired for consideration significantly less than fair value principally to enable the entity to further its objectives, may be restated, and found that no such assets exist.

The adoption of AASB 1058 did not have an impact during the financial year.

AASB 16 LEASES - RIGHT OF USE ASSETS

The Board's activities rarely involve entering into contracts of a leasing nature, other than those disclosed here-in.

The Board applied AASB 16 prospectively and has not restated the comparative information.

The Board has adopted a single on balance sheet model similar to the accounting for finance leases under AASB 117, in the adoption of AASB 16, thereby identifying the right to control the use of asset(s) for a period of time, in exchange for consideration. Right of Use Assets (ROUA) are recorded when the entity has direct use of the assets and has obtained substantially all of the economic benefits from the use of the assets. The ROUA are measured at cost method in line with all other classes of property, adjusted for lease incentives, initial direct costs and estimates for costs for dismantling and removing the asset or restoring the site on which it is located (make good).

As the lessee, the entity recognises a lease liability and right-of-use asset at the inception of the lease. The Board's right of use assets was not impaired during the year as the contracts provide a minimum CPI or percentage increase on review.

The accounts have not been restated and the liability is calculated as the present value of the outstanding lease, discounted using the interest rate implicit in the lease, or the lessee's incremental rate if the interest rate implicit in the lease cannot be readily determined. No amount is recognised prior to the date of transition and the opening retained earnings have not been adjusted.

In relation to leases that had previously been classified as 'operating leases' under AASB 117, a lease liability is recognised at 1 July 2019 at the present value of the remaining lease payments, discounted using the lessee's incremental borrowing rate at the date of initial application. The weighted average lessee's incremental borrowing rate applied to the lease liabilities on 1 July 2019 was 1.42%. The measurement principals of AASB 16 are only applied after that date.

Veterinary Practitioners Board

Notes to the financial statements for the year ended 30 June 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

xiv. Change of Accounting Policies (continued)

AASB 16 LEASES - RIGHT OF USE ASSETS (continued)

The corresponding right-of-use asset is measured at the value of the lease liability adjusted for lease payments before inception, lease incentives, initial direct costs and estimates of costs for dismantling and removing the asset or restoring the site on which it is located.

Where the Board is reasonably certain to exercise an option on an operating lease, that amount has been included in the term.

When the Board enters into a variable or index rate lease the lease liability will be recalculated annually. The Board elected to use the practical expedient to expense lease payments for lease contracts that, at their commencement date, have a lease term of 12 months or less and do not contain a purchase option (short-term leases), and lease contracts which the underlying asset is valued at \$10,000 or less when new (low-value assets).

In applying AASB 16 for the first time the Board has used the following practical expedients on a lease-by-lease basis:

- when a lessee applies a single discount rate to a portfolio of leases with reasonably similar characteristics (such as leases with a similar remaining lease term for a similar class of underlying asset in a similar economic environment).
- chooses to adjust the right-of-use asset at the date of initial application by the amount of any provision for onerous leases recognised in the statement of financial position immediately before the date of initial application.
- elect not to recognise leases for which the lease term ends within 12 months of the date of initial application. In this case, a lessee shall:
 - exclude initial direct costs from the measurement of the right-of-use asset at the date of initial application.
 - use hindsight, such as in determining the lease term if the contract contains options to extend or terminate the lease reassess whether a contract is, or contains, a lease at 1 July 2019, for those contracts previously assessed under AASB 117 and Interpretation 4.

The effect of adoption of AASB 16 as at 1 July 2019 (increase/decrease) is as follows:

Assets	\$
Right-of-use assets—Building	279,935
Total	279,935
Liabilities	
Borrowings	279,935
Total liabilities	279,935
Equity	-
Accumulated funds	-

These notes should be read in conjunction with the attached financial statements.

Veterinary Practitioners Board

Notes to the financial statements for the year ended 30 June 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

xiv. Change of Accounting Policies (continued)

AASB 16 LEASES - RIGHT OF USE ASSETS (continued)

The lease liabilities as at 1 July 2019 can be reconciled to the operating lease commitments as of 30 June 2019, as follows:

	\$
Operating lease commitments as at 30 June 2019 (including GST)	319,091
Less: GST included in operating lease commitments	29,008
	<hr/>
Weighted average incremental borrowing rate as at 1 July 2019	1.42%
Discounted operating lease commitment as at 1 July 2019	279,935
Add: commitments relating to leases previously classified as finance leases (GST excluded)	-
(Less): commitments relating to short-term leases	-
(Less): commitments relating to leases of low-value assets	-
Add/(less): contracts re-assessed as lease contracts	-
Add: lease payments relating to renewal periods not included in operating lease commitments as at 30 June 2019	-
Add/(less): adjustments relating to the index or rate affecting variable lease payments	-
	<hr/>
Lease liabilities as at 1 July 2019	279,935

These notes should be read in conjunction with the attached financial statements.

Veterinary Practitioners Board

Notes to the financial statements for the year ended 30 June 2020

	2020 \$	2019 \$
2. EXPENSES		
a) Employee Related Expenses		
Salaries and Wages (including Recreation Leave)	596,623	528,323
Superannuation – Defined Contribution Plans	53,735	48,335
Fringe Benefit Tax	10,254	28,142
	660,612	604,800
b) Other Operating Expenses		
AVBC Contribution and Meeting Expenses	89,098	88,040
Auditor’s Remuneration—Audit of the Financial Statements	14,000	13,700
Accounting	14,000	21,350
IT Services	27,579	9,225
Legal Cost	89,914	13,385
Operating Expenses	41,289	55,139
Operating Lease Rental Expense	3,381	90,525
Repairs and Maintenance	1,133	636
	280,394	292,000
c) Depreciation and Amortisation Expenses		
Depreciation	16,115	11,424
Depreciation—Right of Use Asset	90,790	-
	106,905	11,424
d) Other Expenses		
Bad Debts/(Bad Debts Recovered)	-	1,400
Bank Charges	13,636	5,852
Board Meeting Fees and Expenses	131,936	142,188
Board Publication Expenses	8,176	7,159
Complaints Committee Expenses	53,724	54,528
Donations	-	350
Interest on Right of Use Asset	3,308	-
Postage	4,367	3,898
Printing	1,067	1,089
Stores	997	1,640
Telephone and Internet	4,815	5,613
Travelling Expenses	10,566	5,878
	232,593	229,595

These notes should be read in conjunction with the attached financial statements.

Veterinary Practitioners Board

Notes to the financial statements for the year ended 30 June 2020

	2020 \$	2019 \$
3. REVENUES		
a) Licence and Application Fees		
Hospital Application Fees	6,000	7,860
Hospital Licence Fees	249,380	246,120
Application Registration Fees	46,620	38,350
Annual Registration Fees	1,091,540	1,052,880
Restoration Registration Fees	16,050	16,500
Restoration Registration Penalty	9,000	12,300
Limited Registration	10,850	9,740
Annual Registration Late Fees	-	1,200
	1,429,440	1,384,950
b) Other Revenue		
Fines Income	25,550	18,700
Letters of Professional Standing	11,520	13,980
Register Sales	1,200	600
Other income	1,150	65
	39,420	33,345
4. GAIN/(LOSS) ON DISPOSAL		
Gain/(loss) on Disposal of Plant and Equipment	(5,161)	-
	(5,161)	-
5. CURRENT ASSETS - CASH & CASH EQUIVALENTS		
Cash at Bank	1,599,319	1,791,946
Cash on Hand	-	300
	1,599,319	1,792,246
<p>The Board has a finance facility with Westpac of \$50,000 as at 30 June 2020. The outstanding balance was Nil.</p>		
6. CURRENT/NON-CURRENT ASSETS - RECEIVABLES		
Current		
Deposits	20,533	20,533
Trade Debtors	3,600	2,900
Less allowance for expected credit losses	-	(1,400)
Other Debtors	-	2,365
	24,133	24,398
Non Current		
Trade Debtors	7,640	8,840
	7,640	8,840

These notes should be read in conjunction with the attached financial statements.

Veterinary Practitioners Board

Notes to the financial statements for the year ended 30 June 2020

	2020 \$	2019 \$
6. CURRENT/NON-CURRENT ASSETS - RECEIVABLES (CONTINUED)		
Movement in the allowance for expected credit losses		
Balance at 01 July	1,400	-
Additions during the year	-	1,400
Amount written off during the year	(1,400)	-
Increase/(decrease) in allowance recognised in profit and loss	-	1,400
Balance at 30 June	-	1,400
7. CURRENT ASSETS - INVENTORIES		
Inventories Held for Distribution	735	3,255
	735	3,255
8. CURRENT/NON-CURRENT ASSETS - FINANCIAL ASSETS AT FAIR VALUE		
Current		
TCorpIM Medium Term Growth Fund	2,677,906	2,183,877
	2,677,906	2,183,877
9. CURRENT/NON-CURRENT ASSETS - OTHER		
Current		
Prepayments	52,632	52,252
	52,632	52,252
10. NON-CURRENT ASSETS - PLANT AND EQUIPMENT		
Plant and Equipment - Fair Value		
Gross Carrying Amount	176,499	171,090
Accumulated Depreciation and Impairment	(145,052)	(146,495)
Net Carrying Amount	31,447	24,595
Reconciliation		
Net Carrying Amount at Start of Year	24,595	35,029
Additions	22,967	990
Depreciation	(16,115)	(11,424)
Net Carrying Amount at End of Year	31,447	24,595
11. NON-CURRENT ASSETS—RIGHT OF USE ASSETS		
Buildings—Right of Use Asset		
Balance at 1 July 2019	279,935	-
Additions	-	-
Depreciation expense	(90,790)	-
Balance at 30 June 2020	189,145	-
12. INTANGIBLE ASSETS		
Non-Current		
Intangible Assets—Software WIP	160,612	71,312
	160,612	71,312

These notes should be read in conjunction with the attached financial statements.

Veterinary Practitioners Board

Notes to the financial statements for the year ended 30 June 2020

	2020 \$	2019 \$
13. CURRENT LIABILITIES - PAYABLES		
Current		
Creditors	22,766	12,082
Other Current Payables	62,422	56,711
Financial Liabilities	-	12
Other Creditors	3,778	1,698
	<u>88,966</u>	<u>70,503</u>
14. CURRENT LIABILITIES - OTHER		
Current		
Contract Liabilities	1,233,050	1,060,750
	<u>1,233,050</u>	<u>1,060,750</u>
	<u>1,233,050</u>	<u>1,060,750</u>
15. CURRENT/NON-CURRENT LIABILITIES - BORROWINGS		
Current		
Lease Liability - ROUA	90,608	-
	<u>90,608</u>	<u>-</u>
Non-Current		
Lease Liability - ROUA	102,677	-
	<u>102,677</u>	<u>-</u>
	<u>193,285</u>	
16. CURRENT/NON-CURRENT LIABILITIES - PROVISIONS		
Current		
Provision for Recreation Leave	89,364	85,845
Provision for Long Service Leave	38,627	35,715
	<u>127,991</u>	<u>121,560</u>
Non-Current		
Provision for Long Service Leave	32,544	27,015
Provision for Make Good	6,000	6,000
	<u>38,544</u>	<u>33,015</u>
	<u>166,535</u>	<u>154,575</u>
Aggregate Employee Benefits and Related On-Costs		
Provision - Current	127,991	87,744
Provision - Non-Current	32,544	60,831
	<u>160,535</u>	<u>148,575</u>

The Board expects that \$56,071 amount of recreation leave will be settled no more than 12 months after the reporting date and \$33,292 amount of recreation Leave will be settled more than 12 months after the reporting date.

These notes should be read in conjunction with the attached financial statements.

Veterinary Practitioners Board

Notes to the financial statements for the year ended 30 June 2020

	2020 \$	2019 \$
17. RECONCILIATION OF CASH FLOWS FROM OPERATING ACTIVITIES TO NET RESULT		
Net Cash used on Operating Activities	505,179	433,398
Increase/(Decrease) in Receivables	(500)	(4,660)
Increase/(Decrease) in Sundry Debtor	(2,365)	2,365
Increase/(Decrease) in Prepayment	380	8,436
Increase/(Decrease) in Inventory	(2,520)	55
(Increase)/Decrease in Contract Liabilities	(172,300)	1,230
(Increase)/Decrease in Payables	(18,463)	2,771
(Increase)/Decrease in Provisions	(10,561)	(11,774)
Depreciation	(16,115)	(11,424)
Depreciation - Right of Use Asset	(90,790)	-
Gain or (Loss) on Disposal of Asset	(5,161)	-
Net Result	186,784	420,397
18. ACCUMULATED FUNDS		
Accumulated funds at the beginning of the financial year	2,874,947	2,454,550
Net Result for the year	186,784	420,397
Accumulated funds at the end of the financial year	3,061,731	2,874,947

19. FINANCIAL INSTRUMENTS

The Board's principal financial instruments are outlined below. These financial instruments arise directly from the Board's operations or are required to finance the Board's operations. The Board does not enter into or trade financial instruments, including derivative financial instruments, for speculative purposes.

The Board's main risks arising from financial instruments are outlined below, together with the Board's objectives, policies and processes for measuring and managing risk. Further quantitative and qualitative disclosures are included throughout these financial statements.

The Board has overall responsibility for the establishment and oversight of risk management and reviews and agrees on policies for managing each of these risks. Risk management policies are established to identify and analyse the risks faced by the Board, to set risk limits and controls and to monitor risks.

Veterinary Practitioners Board

Notes to the financial statements for the year ended 30 June 2020

19. FINANCIAL INSTRUMENTS (CONTINUED)

a) Financial instruments

Financial Assets	Category	Note	Carrying Amount 2020 \$	Carrying Amount 2019 \$
Cash and Cash Equivalents	N/A	5	1,599,319	1,792,246
Financial Assets at Fair Value	Financial assets at fair value through profit or loss	8	2,677,906	2,183,877
Receivables ¹	Receivables at amortised cost	6	11,240	10,340

Financial Liabilities	Category	Note	Carrying Amount 2020	Carrying Amount 2019
Payables ²	Financial liabilities measured at amortised cost	13	81,070	63,410
Borrowings	Lease Liability	15	193,285	-

Notes

1. Excludes statutory receivables and prepayments (i.e. not within scope of AASB 7).
2. Excludes statutory payables and unearned revenue (i.e. not within scope of AASB 7).

b) Financial risks

i. Credit Risk

Credit risk arises when there is the possibility of the Board's debtors defaulting on their contractual obligations, resulting in a financial loss to the Board. The maximum exposure to credit risk is generally represented by the carrying amount of the financial assets (net of any allowance for impairment).

Credit risk arises from the financial assets of the Board, including cash, receivables, and authority deposits. No collateral is held by the Board. The Board has not granted any financial guarantees.

Credit risk associated with the Board's financial assets, other than receivables, is managed through the selection of counterparties and establishment of minimum credit rating standards. Authority deposits held with NSW TCorp are guaranteed by the State.

Cash and Cash Equivalents

Cash comprises cash on hand and bank balances within the NSW Treasury Banking System. Interest is earned on daily bank balances at the monthly average NSW Treasury Corporation (TCorp) 11am unofficial cash rate, adjusted for a management fee to NSW Treasury.

Accounts Receivable – Trade Debtors

All trade debtors are recognised as amounts receivable at the balance date. Collectability of trade debtors is reviewed on an ongoing basis. Procedures as established in the Treasurer's directions are followed to recover outstanding amounts, including letters of demand. Debts which are known to be uncollectible are written off. An allowance for expected credit losses is raised when there is objective evidence that the Board will not be able to collect all amounts due. This evidence includes past experience, and current and expected changes in economic conditions and debtor credit ratings. No interest is earned on trade debtors.

These notes should be read in conjunction with the attached financial statements.

19. FINANCIAL INSTRUMENTS (CONTINUED)

Accounts Receivable – Trade Debtors (continued)

The Board is not materially exposed to concentrations of credit risk to a single trade debtor or group of debtors. Based on past

	Total ^{1,2} \$	Past due but not impaired ^{1,2} \$	Considered impaired ^{1,2} \$
2020			
<30 days overdue	-	-	-
30 days – 90 days overdue	1,000	1,000	-
>90 days overdue	10,240	10,240	-
2019			
<30 days overdue	-	-	-
30 days – 90 days overdue	-	-	-
>90 days overdue	11,740	10,340	1,400

Notes

1. Each column in the table reports 'gross receivables'
2. The ageing analysis excludes statutory receivables as these are not within the scope of AASB 7 and excludes receivables that are not past due and not impaired. Therefore, the 'total' may not reconcile to the receivables total recognised in the statement of financial position.

Other Financial Assets - Authority Deposits

The deposits with TCorp are guaranteed by the State and are 'AAA' rated by Standard and Poor's. These deposits are similar to money market or bank deposits and can be placed 'at call' or for a fixed term. The credit risks are considered to be low.

ii. Liquidity Risk

Liquidity risk is the risk that the Board will be unable to meet its payment obligations when they fall due. The Board continuously manages risk through monitoring future cash flows and maturities planning to ensure adequate holding of high quality liquid assets. The objective is to maintain a balance between continuity of funding and flexibility through the use of overdrafts, loans and other advances.

During the current and prior years, there were no defaults or breaches on any loans payable. No assets have been pledged as collateral. The Board's exposure to liquidity risk is deemed insignificant based on prior periods' data and current assessment of risk.

The liabilities are recognised for amounts due to be paid in the future for goods or services received, whether or not invoiced. Amounts owing to suppliers (which are unsecured) are settled in accordance with the policy set out in NSW TC 11/12. For small business suppliers, where terms are not specified, payment is made not later than 30 days from date of receipt of a correctly rendered invoice. For other suppliers, if trade terms are not specified, payment is made no later than the end of the month following the month in which an invoice or a statement is received. For small business suppliers, where payment is not made within the specified time period, simple interest must be paid automatically unless an existing contract specifies otherwise. For payments to other suppliers, the Head of an authority (or a person appointed by the Head of an authority) may automatically pay the supplier simple interest. The Board did not pay any interest to small business suppliers during the year.

The financial liabilities of the Board as at 30 June 2020 were settled within a month and there is no interest rate exposure.

19. FINANCIAL INSTRUMENTS (CONTINUED)

iii. Market Risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. The entity's exposures to market risk are primarily through interest rate risk on the entity's borrowings and other price risks associated with movement in the unit price of the TCorp funds. The Board has no exposure to foreign currency risk and does not enter into commodity contracts.

The effect on profit and equity due to a reasonably possible change in risk variable is outlined in the information below, for interest rate risk and other price risk. A reasonably possible change in risk variable has been determined after taking into account the economic environment in which the entity operates and the time frame for the assessment (i.e. until the end of the next annual reporting period). The sensitivity analysis is based on risk exposures in existence at the statement of financial position date. The analysis is performed on the same basis as for 2019. The analysis assumes that all other variables remain constant.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Exposure to interest rate risk arises primarily through the Board's interest-bearing liabilities. This risk is minimised by undertaking mainly fixed rate borrowings, primarily with NSW TCorp. The Board does not account for any fixed rate financial instruments at fair value through profit or loss or as available for sale. Therefore, for these financial instruments, a change in interest rates would not affect profit or loss or equity. A reasonably possible change of +/-1% is used, consistent with current trends in interest rates. The basis will be reviewed annually and amended where there is a structural change in the level of interest rate volatility. The entity's exposure to interest risk is \$3,589 in net profit and equity in the 2020 year (2019: \$39,761).

Other price risk - TCorpIM Funds

Exposure to 'other price risk' primarily arises through the investment in the TCorpIM Funds which are held for strategic rather than trading purposes. The Board has no direct equity investments. The Board holds units in the following TCorpIM Funds trusts:

Facility	Investment Sectors	Investment Horizon	2020	2019
Medium Term Growth Facility	Cash, money market instruments, Australian and international bonds, listed property and Australian shares	3 years to 7 years	2,677,906	2,183,877

The unit price of each facility is equal to the total fair value of the net assets held by the facility divided by the number of units on issue for that facility. Unit prices are calculated and published daily.

TCorp as trustee for each of the above facilities is required to act in the best interest of the unit holders and to administer the trusts in accordance with the trust deeds. As trustee, TCorp has appointed external managers to manage the performance and risks of each facility in accordance with a mandate agreed by the parties. TCorp has also leveraged off internal expertise to manage certain fixed income assets for the TCorpIM Funds facilities. A significant portion of the administration of the facilities is outsourced to an external custodian.

Investment in the TCorpIM Funds limits the entity's exposure to risk, as it allows diversification across a pool of funds with different investment horizons and a mix of investments.

TCorp provides sensitivity analysis information for each of the Investment facilities, using historically based volatility information collected over a 10 year period, quoted at two standard deviations (i.e. 95% probability). The TCorpIM Funds are measured at fair value therefore any change in unit price impacts directly on net results. A reasonably possible change is based on the percentage change in unit price (as advised by TCorp) multiplied by the redemption value as at 30 June each year for each facility (balance from TCorpIM Funds statement).

These notes should be read in conjunction with the attached financial statements

Veterinary Practitioners Board

Notes to the financial statements for the year ended 30 June 2020

19. FINANCIAL INSTRUMENTS (CONTINUED)

		Impact on net result 2020 \$	Impact on net result 2019 \$
TCorpIM Funds—Medium-term growth facility	+/- 10%	267,790	131,032
	2019 +/- 6%		

c) Fair Value

Financial instruments are generally recognised at cost, with the exception of the TCorpIM Funds, which are measured at fair value. Cost amount being a surrogate for fair value as the two are not materially different due to the short term nature of these financial instruments.

d) Fair value recognised in the statement of financial position

The Board uses the following hierarchy for disclosing the fair value of financial instruments by valuation technique in the financial year 2020:

- Level 1 - Derived from quoted (unadjusted) prices in active markets for identical assets/liabilities
- Level 2 - Derived from inputs other than quoted prices included within level 1 that are observable, either directly or indirectly
- Level 3 - Derived from inputs that are not based on observable market data (unobservable inputs).

	2020 \$			2019 \$		
Financial Assets at Fair Value ¹	Level 1	Level 2	Level 3	Level 1	Level 2	Level 3
TCorpIM Funds	-	2,677,906	-	-	2,183,877	-
Total	-	2,677,906	-	-	2,183,877	-

Note:

1. The tables above include only financial assets, as no financial liabilities were measured at fair value in the statement of financial position.

There were no transfers between the levels of the fair value hierarchy in the financial year 2020.

The value of the TCorpIM Funds is based on the Board's share of the value of the underlying assets of the facility, based on the market value. All of the TCorpIM Funds are valued using 'redemption' pricing.

Veterinary Practitioners Board

Notes to the financial statements for the year ended 30 June 2020

20. COMMITMENTS

a) Operating Lease Commitments:

	2019
	\$
Not later than one year	103,420
Later than one year and not later than five years	215,671
Total (including GST)	<u>319,091</u>

The Board leases property under a non-cancellable operating lease. The lease contract was renewed in July 2017 for another 5 years. Lease payments comprise a base amount plus incremental contingent liability. Contingent rentals are based on either movements in the Consumer Price Index or operating criteria.

The above amount includes \$29,008 GST.

b) Capital Commitments:

	2020	2019
	\$	\$
Not later than one year	302,500	83,345
Later than one year and not later than five years	-	-
Total (including GST)	<u>302,500</u>	<u>83,345</u>

The Board entered into a contract for developing a new online database solution in the financial year 2019 and anticipates the project will be completed in December 2020. The contract payments comprise a base fixed cost amount plus an estimation of third party tools/components. Any Change Request from the original Scope of Work will be charged additionally upon arrival.

The above amount includes \$27,500 GST.

21. CONTINGENTS

a) Contingent Assets

The Board is not aware of any contingent assets associated with the operation.

b) Contingent Liabilities

The Board is not aware of any contingent liabilities associated with the operation.

22. AUSTRALIAN ACCOUNTING STANDARDS ISSUED BUT NOT YET EFFECTIVE

NSW public sector entities are not permitted to early adopt new Australian Accounting Standards, unless Treasury determines otherwise.

The following new Australian Accounting Standards have not been applied and are not yet effective:

AASB 17	Insurance Contracts
AASB 1059	Service Concession Arrangements: Grantors
AASB 2018-5	Amendments to Australian Accounting Standards—Deferral of AASB 1059
AASB 2018-6	Amendments to Australian Accounting Standards—Definition of a Business
AASB 2018-7	Amendments to Australian Accounting Standards—Definition of Material
AASB 2019-1	Amendments to Australian Accounting Standards—References to the Conceptual Framework
AASB 2019-2	Amendments to Australian Accounting Standards—Implementation of AASB 1059
AASB 2019-3	Amendments to Australian Accounting Standards—Interest Rate Benchmark Reform
AASB 2019-7	Amendments to Australian Accounting Standards—Disclosure of GFS Measure of Key Fiscal Aggregates and Measures of Key Fiscal Aggregates and GAAP/GFS Reconciliations

23. GOING CONCERN

When preparing financial statements, management shall make an assessment of an entity's ability to continue as a going concern. An entity shall prepare financial statements on a going concern basis unless management either intends to liquidate the entity or to cease trading, or has no realistic alternative but to do so. When management is aware, in making its assessment, of material uncertainties related to events or conditions that may cast significant doubt upon the entity's ability to continue as a going concern, the entity shall disclose those uncertainties.

When an entity does not prepare financial statements on a going concern basis, it shall disclose that fact, together with the basis on which it prepared the financial statements and the reason why the entity is not regarded as a going concern.

The Board confirm the going concern basis is appropriate for the financial statements.

24. EVENT SUBSEQUENT TO BALANCE DATE

The Board has not identified any events or transactions that are material to require adjustments or disclosures in the financial statements.

25. RELATED PARTY TRANSACTIONS

a) Key Management Personnel

The Board is a body corporate established under the *Veterinary Practice Act 2003*. The Board members and the registrar are considered key management personnel as they have the authority and responsibility for planning, directing and controlling the activities of the Board.

Veterinary Practitioners Board

Notes to the financial statements for the year ended 30 June 2020

25. RELATED PARTY TRANSACTIONS (CONTINUED)

a) Key Management Personnel (continued)

Board members

Board members are appointed for a 3 year term by the Governor of NSW. The Board consists of 8 members:

- Dr Georgina Child, selected by the Minister, representing specialist veterinarians
- Dr Magdoline Awad, selected by the Minister, representing veterinarians in urban areas
- Dr Kylie Parry, selected by the Minister, representing veterinarians in rural areas
- Dr Barbara Jane Lord, selected by the Minister, representing veterinarians in academia
- Dr John Mark Simpson, selected by the Minister
- Dr Steven Ferguson, selected by the Minister
- Mrs Wendy Cochrane, selected by the Minister, representing consumers of veterinary services
- Mrs Lisa Minogue, selected by the Minister, representing consumers of veterinary services

Registrar

Dr John Baguley was appointed as the Registrar in 2012 and is responsible for assisting the Board in the administration of its activities under the legislation and the overall management of the organisation by establishing strategy, policy and operations to guide the Board in its interactions.

Key Management Personnel compensation:

	2020	2019
	\$	\$
Short-term employee benefit ¹	394,296	367,442
Other long-term benefits ²	32,544	27,015
Outstanding short-term benefit ³	11,829	10,691

Notes:

1. Short-term employee benefit includes wages, salaries, paid annual leave and paid sick leave, reportable fringe benefit and superannuation guarantee
2. Other long-term benefits refer to Long Service Leave accrued only and no other long-term benefits are applicable
3. Outstanding short-term benefit include accrued wage and superannuation on 30 June 2020.

b) Other Related Parties

The Board has not identified any other related parties and accordingly no other related party transactions need to be disclosed.

END OF AUDITED FINANCIAL STATEMENTS

These notes should be read in conjunction with the attached financial statements.

Budget

	2021 Budget \$	2020 Budget \$
INCOME		
Registration Fees	1,228,830	1,183,150
Licensing Fees	257,680	258,650
Services	10,530	16,300
Expense Recovery	-	-
Penalties and Fines	12,000	15,000
Sundry Income	100	100
TOTAL INCOME	1,509,140	1,473,200
EXPENSES		
Board Expenses	165,421	156,240
AVBC Expenses	95,000	90,000
Publications Expenses	14,000	15,000
Complaints Committee Expenses	49,968	59,420
Legal Expenses	185,000	75,000
Staff and Payroll	705,440	695,590
Administration Expenses	337,550	327,400
TOTAL EXPENSES	1,552,379	1,418,650
OPERATING PROFIT	-43,239	54,550
OTHER INCOME	20,000	100,000
OTHER EXPENSES	-	-
NET PROFIT	-23,239	154,550

