



Veterinary Surgeons Board of South Australia

2016-17 Annual Report

Veterinary Surgeons Board of South Australia
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2016-17 ANNUAL REPORT for the Veterinary Surgeons Board of South Australia

To:

Hon Leon Bignell MP

Minister for Agriculture, Food and Fisheries, Forests, Tourism, Recreation and Sport, and Racing

This annual report is presented to Parliament to meet the statutory reporting requirements of the *Veterinary Practice Act 2003* and meets the requirements of Department of the Premier and Cabinet Circular *PC013 Annual Reporting*.

This report is verified to be accurate for the purposes of annual reporting to the Parliament of South Australia.

Submitted on behalf of the Veterinary Surgeons Board of South Australia by:

Carol Irvine

Registrar



6 November 2017

Reason for late submission: Delay in receipt of audit clearance
(notified to Minister Bignell MP by letter dated 13 September 2017)

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SECTION A: Reporting required under the *Public Sector Act 2009*, the *Public Sector Regulations 2010* and the *Public Finance and Audit Act 1987*

Agency purpose or role

The Veterinary Surgeons Board of South Australia is established by and operates under the provisions of the *Veterinary Practice Act 2003*.

The agency exercises its functions under the *Veterinary Practice Act 2003* with the object of protecting animal health, safety and welfare and the public interest by achieving and maintaining high professional standards both of competence and conduct in the provision of veterinary treatment in South Australia.

The purpose of regulating the profession of veterinary surgeons is to protect the public by ensuring that only fit and proper persons who have the necessary qualifications and experience are registered to practise in this State, and that veterinary treatment is provided to animals in a safe and professional manner.

Objectives

- to recognise courses of education or training that provide qualifications for registration on the general register or the specialist register
- to determine the requirements necessary for registration on the general register or the specialist register
- to determine the specialties in which a person may be registered on the specialist register
- to establish and maintain the registers contemplated by the *Veterinary Practice Act 2003*
- to prepare or endorse codes of conduct and professional standards for veterinary surgeons
- to prepare or endorse guidelines on continuing education for veterinary surgeons
- to establish administrative processes for handling complaints received against veterinary surgeons or veterinary services providers (which may include processes under which the veterinary surgeon or veterinary services provider voluntarily enters into an undertaking)
- to provide advice to the Minister as may be appropriate
- to carry out other functions assigned to the agency by or under the *Veterinary Practice Act 2003*

Key strategies and their relationship to SA Government objectives

Key strategy	SA Government objective
A Strategic Plan is to be developed by the Veterinary Surgeons Board of South Australia in 2017/18	-

Agency programs and initiatives and their effectiveness and efficiency

Program	Indicators of performance/effectiveness/efficiency	Comments
<p>Performance of functions under the <i>Veterinary Practice Act 2003</i> in accordance with principles of natural justice and procedural fairness</p>	<p>No reports were made to the SA Ombudsman about the performance of statutory functions by the Veterinary Surgeons Board of South Australia. The agency performs its functions under the <i>Veterinary Practice Act 2003</i>.</p> <p>The agency has various policies/guidelines to assist it in performing these functions including:</p> <ul style="list-style-type: none"> • Policy and Guidelines for Board and Committee Members with respect to Conflict of Interest • Policy and Guidelines for Board and Committee Members and Staff with respect to Confidentiality • Administrative Guidelines for Handling of Notifications about Veterinary Surgeons and Veterinary Services Providers • Administrative Guidelines for Informal Resolution of Notifications • Guidelines for Board Members in Proceedings under the <i>Veterinary Practice Act 2003</i> • Duties of Board Members under the <i>Public Sector (Honesty and Accountability) Act 1995</i> • Duties of Committee Members under the <i>Public Sector (Honesty and Accountability) Act 1995</i> <p>In 2016-17 workload of the agency increased from 2015/16. In particular:</p> <ul style="list-style-type: none"> • the number of registrants on the general register increased by 5.4% (from 722 to 761) • the number of notifications concerning allegations of unprofessional conduct by veterinary surgeons and contraventions of the <i>Veterinary Practice Act 2003</i> increased by 27% (from 44 to 56) – of the total 56 notifications received during 2016/17, 8 notifications (14%) related to allegations about the provision of veterinary treatment for fee or reward by unqualified persons and/or the illegal holding out of unqualified persons as veterinary surgeons or specialists) <p>Notifications were handled in accordance with the Board’s Administrative Guidelines for Handling Notifications.</p> <p>A total of 32 notifications were resolved informally during 2016/17, in accordance with the Board’s Administrative Guidelines for Informal Resolution of Notifications.</p> <p>One inquiry was conducted by the Board into matters constituting grounds for disciplinary action against a veterinary surgeon. The Board found the veterinary surgeon guilty of unprofessional conduct and imposed sanctions under section 62(4) of the <i>Veterinary Practice Act 2003</i>.</p> <p>One criminal complaint was filed in the Magistrates Court of South Australia by the Board alleging that an unqualified person provided veterinary treatment for fee or reward in contravention of the <i>Veterinary Practice Act 2003</i>.</p> <p>The agency did not receive any Government funding during 2016/17 and performed its statutory functions with limited operational/human resources, as compared to resources available to other Australian veterinary boards.</p>	<p>The Board exercised its functions under the <i>Veterinary Practice Act 2003</i> with the object of protecting health, safety and welfare and the public interest</p>

Legislation administered by the agency

The Board administers the following legislation:

Veterinary Practice Act 2003

Veterinary Practice Regulations 2005

Organisation of the agency

Staff

During 2016-17 the agency's staff consisted of two full time persons, namely the Registrar and an Assistant to the Registrar.

Due to the small size of the agency, there are no divisions or departments.

The Registrar reports to the Board of the agency.

The Chief Executive of the agency is the Registrar who is responsible for management of the agency's operations.

The Registrar is also responsible for discharging a range of statutory functions and responsibilities under the *Veterinary Practice Act 2003* and for providing executive services to the Board to support the fulfilment of its governance responsibilities.

Board

During 2016-17 the Board of the agency comprised eight members appointed by the Governor.

The Governor may appoint a person to be a deputy of a member. A person so appointed may act as a member of the Board in the absence of the member to whom they are appointed as a deputy.

As at 30 June 2017, the Board comprised of five members. Deputies were appointed to three of those members.

POSITION	NAME	EXPIRY OF TERM
Members		
<i>Presiding Member</i> Legal practitioner s6(1)(b)(i)	Mr John Foster STRACHAN AM LLB	31/12/2017
Veterinary surgeon with experience or knowledge relating to animals used for primary production or horses s6(1)(b)(ii)(A)	Dr Celia-Jane DICKASON BVSc	28/02/2019

Veterinary surgeon with experience or knowledge relating to other animals s6(1)(b)(ii)(B)	Dr Kirsten Louise HAILSTONE BSc, BVMS	30/06/2018
Lay/community person with experience or knowledge relating to animal health, safety and welfare s6(1)(b)(iii)	Mr Richard Ian MUSSELL BBus, MBA, GAICD	29/02/2020
Lay/community person s6(1)(b)(iii)	Ms Andrea MICHEALS LLB, BCom, CTA, MAICD	30/09/2019
Deputies		
Deputy to Mr Strachan	Mr Allan Roy HUNTER LLB	31/12/2017
Deputy to Dr Dickason	Dr Elise Katherine MATTHEWS BSc, BVMS	28/12/2019
Deputy to Dr Hailstone	Dr Christine May Grace EMPSON BVSc, MANZVSc (Canine Medicine), MIPH	30/06/2018

Other agencies related to this agency (within the Minister's area/s of responsibility)

Nil

Employment opportunity programs

Program name	Result of the program
N/A	The Veterinary Surgeons Board of South Australia did not recruit any employees through any public sector wide employment opportunity program.

Agency performance management and development system

Performance reviews of staff were conducted on an annual basis in 2016-17.

A formalised employee performance and development system will be established with assistance from the Office of the Public Sector in 2017-18.

Occupational health, safety and rehabilitation programs of the agency and their effectiveness

Occupational health, safety and rehabilitation programs	Effectiveness
Work Health & Safety (WHS) Program	<p>The Board has a WHS Policy</p> <p>WHS features as a standing item on agendas for the Board's meetings</p> <p>Staff and members are encouraged to report any WHS incidents to the Registrar</p> <p>During 2016-17 improvements to the office accommodation included:</p> <ul style="list-style-type: none"> - car park identification including marking of high visibility trip points - improved lighting of rear exit area - pedestrian safety mirror installed at driveway exit point <p>No injuries to staff or members were reported</p>

Fraud detected in the agency

Category/nature of fraud	Number of instances
No fraud was detected in 2016-17	N/A

Strategies implemented to control and prevent fraud

- The agency has a policy and guidelines for members with respect to the duty to declare conflicts of interest which has been prepared in accordance with the *Public Sector (Honesty and Accountability) Act 1995*
- The agency has a standing item in the agenda for all Board and committee relating to the disclosure of conflicts of interest
- Financial reports with a comparison to budget and year to date figures are prepared by a bookkeeper on a monthly basis and reviewed by the Registrar and the Board at sessional meetings
- Receipt of monthly financial reports is recorded in the minutes of the meetings of the Board
- Minutes of meetings and financial reports are retained as official records of the agency and are available for audit
- Two account signatories are required for all payments made by cheque

- Duties for staff involved in recording income and expenditure and paying accounts are segregated
- Accounts and statements are reconciled on a monthly basis

Data for the past five years is available by contacting the office of the Registrar.

Whistle-blowers' disclosure

Number of occasions on which public interest information has been disclosed to a responsible officer of the agency under the *Whistle-blowers' Protection Act 1993* Nil

Data for the past five years is available by contacting the office of the Registrar.

Executive employment in the agency

The agency employs one executive, the Registrar.

Data for the past five years is available from the agency's annual reports.

For further information, the Office for the Public Sector has a data dashboard for further information on the breakdown of executive gender, salary and tenure by agency.

Consultants

The following is a summary of external consultants that have been engaged by the agency, the nature of work undertaken and the total cost of the work undertaken.

Consultants	Purpose	Value
All consultancies below \$10,000 each	Inspection of facilities by persons duly authorised to assess compliance with requirements for accreditation as veterinary hospitals; provision of expert report re: disciplinary proceedings and independent audit of 2015-16 financial accounts	\$9,886
Hender Consulting	Provision of staff to temporarily fill Assistant to the Registrar position and to provide monthly bookkeeping services	\$11,258
Not for Profit Accounting Specialists	Accounting services	\$10,061
Total all consultancies		\$31,205

Data for the past five years is available from the agency's annual reports.

See also <https://www.tenders.sa.gov.au/tenders/index.do> for a list of all external consultancies, including nature of work and value.

See also the Consolidated Financial Report of the Department of Treasury and Finance <http://treasury.sa.gov.au/> for total value of consultancy contracts across the SA Public Sector.

Financial performance of the agency

The following is a brief summary of the overall financial position of the agency. The information is unaudited. Full audited financial statements for 2016-17 are attached to this report.

The Veterinary Surgeons Board of South Australia is committed to exercising its regulatory responsibilities in an efficient manner with the object of protecting animal health, safety and welfare.

To enable the agency to discharge its statutory functions and be fiscally responsible, fees and charges are reviewed by the Board annually.

In 2015-16 the Board set a financial strategy for the accumulation of an operational cash reserve.

On 30 June 2017 the agency had net assets of \$453,352, as compared to net assets of \$254,586 on 30 June 2016 and net assets of \$205,455 on 30 June 2015.

Other financial information

Any other financial information in respect of the agency's operations required to be reported to Parliament under another Act:

Nil

Other information requested by the Minister(s) or other significant issues affecting the agency or reporting pertaining to independent functions

Nil

Section B: Reporting required by any other act or regulation

Nil

Section C: Reporting of public complaints as requested by the Ombudsman

Summary of complaints by subject

Public complaints received by the Veterinary Surgeons Board of South Australia	
Category of complaints by subject	Number of instances
All categories	No public complaints received

Data for the past five years is available by contacting the office of the Registrar.

Complaint outcomes

Nature of complaint or suggestion	Services improved or changes as a result of complaints or consumer suggestions
N/A	N/A

Appendix: Audited financial statements 2016-17

VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

ABN 81 994 904 775

FINANCIAL REPORTS

**FOR THE YEAR ENDED
30 JUNE 2017**

**VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA
FINANCIAL REPORTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017**

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General Information

The financial report covers Veterinary Surgeons Board of South Australia as an individual entity. The financial report is presented in Australian dollars, which is the Veterinary Surgeons Board of South Australia's functional and presentation currency.

The financial report consists of the financial statements, notes to the financial statements and the Board's Certification.

VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017**

	Note	2017 \$	2016 \$
INCOME			
Registration Fees		545,388	422,391
Fines & Recovery of Costs		18,689	43,150
Interest & Distributions		3,981	2,141
Sale of Registers		500	536
Letters of Good Standing		8,475	6,842
Hospital Inspections		13,400	5,140
Other Revenue	3	<u>-</u>	<u>19,910</u>
TOTAL INCOME		590,433	500,110
EXPENDITURE			
Professional Services	4	111,277	134,047
Doubtful Debts		-	28,000
Employee Expenses		208,246	204,171
Subscriptions		17,773	17,607
Office Expenses	5	34,125	46,993
Insurance		2,649	2,734
Bank Charges		12,003	10,983
Depreciation & Amortisation		4,544	3,588
Other Expenses	6	<u>1,050</u>	<u>2,145</u>
TOTAL EXPENDITURE		<u>391,667</u>	<u>450,268</u>
NET SURPLUS/(DEFICIT) FROM OPERATIONS		<u><u>198,766</u></u>	<u><u>49,842</u></u>

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The accompanying notes form part of these financial statements

VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2017**

	Note	2017 \$	2016 \$
CURRENT ASSETS			
Cash & Cash Equivalents	7	443,278	242,540
Prepayments		10,891	13,855
Trade & Other Receivables	8	<u>9,737</u>	<u>10,975</u>
TOTAL CURRENT ASSETS		<u>463,906</u>	<u>267,370</u>
NON CURRENT ASSETS			
Financial Assets	9	51,204	48,515
Property, Plant & Equipment	10	<u>5,662</u>	<u>10,206</u>
TOTAL NON CURRENT ASSETS		<u>56,866</u>	<u>58,721</u>
TOTAL ASSETS		<u>520,772</u>	<u>326,091</u>
CURRENT LIABILITIES			
Trade & Other Payables	11	41,289	50,376
Provision for Employee Benefits	12	<u>26,131</u>	<u>21,129</u>
TOTAL CURRENT LIABILITIES		<u>67,420</u>	<u>71,505</u>
TOTAL LIABILITIES		<u>67,420</u>	<u>71,505</u>
NET ASSETS		<u>453,352</u>	<u>254,586</u>
ACCUMULATED FUNDS			
Reserves		21,019	21,019
Accumulated Surplus		<u>432,333</u>	<u>233,567</u>
TOTAL ACCUMULATED FUNDS		<u>453,352</u>	<u>254,586</u>

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The accompanying notes form part of these financial statements

VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

**STATEMENT OF CHANGES IN EQUITY
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017**

	Accumulated Surplus \$	Financial Assets Reserve \$	Total \$
Balance at 1 July 2015	183,725	21,730	205,455
Surplus / (Deficit)	49,842	-	49,842
Revaluation Increment / (Decrement)	-	(711)	(711)
Balance at 1 July 2016	233,567	21,019	254,586
Surplus / (Deficit)	198,766	-	198,766
Revaluation Increment / (Decrement)	-	-	-
Balance at 30 June 2017	432,333	21,019	453,352

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The accompanying notes form part of these financial statements

VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

**STATEMENT OF CASH FLOWS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017**

	Note	2017 \$	2016 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash Inflows			
Registration Fees, Fines & Recovery of Costs		565,312	430,791
Interest & Distributions Received		1,291	2,141
Other Receipts		<u>22,375</u>	<u>32,428</u>
Total Inflows from Operating Activities		588,978	465,360
Cash Outflows			
Goods & Services		(184,996)	(184,830)
Payments to Employees		<u>(203,244)</u>	<u>(192,285)</u>
Total Outflows from Operating Activities		(388,240)	(377,115)
NET CASH PROVIDED BY OPERATING ACTIVITIES	13(a)	<u><u>200,738</u></u>	<u><u>88,245</u></u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Receipts from/(Payments for) Investments		-	(1,427)
Payments for Property, Plant & Equipment		<u>-</u>	<u>(11,013)</u>
NET CASH PROVIDED BY/(USED IN) INVESTING ACTIVITIES		-	(12,440)
NET INCREASE/(DECREASE) IN CASH HELD		<u>200,738</u>	<u>75,805</u>
CASH AT THE BEGINNING OF THE FINANCIAL YEAR		242,540	166,735
CASH AT THE END OF THE FINANCIAL YEAR	7, 13(b)	<u><u>443,278</u></u>	<u><u>242,540</u></u>

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The accompanying notes form part of these financial statements

VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017

NOTE 1 - ESTABLISHMENT OF THE BOARD & FUNDING

The Veterinary Surgeons Board (the Board) was established under the *Veterinary Practice Act 2003* (which replaced the *Veterinary Surgeons Act 1985*) to provide for registration of veterinary surgeons and to regulate the practice of veterinary surgeons for the purpose of maintaining high standards of competence and conduct by veterinary surgeons in South Australia.

Funding of the Board is primarily from registration fees.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements are general purpose financial statements which have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations. Australian Accounting Standards set out accounting policies that the Australian Accounting Standards Board (AASB) has concluded would result in a financial report containing relevant and reliable information about transactions, events and conditions to which they apply. The Board has adopted all of the new, revised or amended Accounting Standards and Interpretations issued by the AASB that are mandatory for the current reporting period. Any new, revised or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted. Compliance with Australian Accounting Standards ensures that the financial statements and notes also comply with International Financial Reporting Standards. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless otherwise stated.

The Board is a not-for-profit entity, being an entity whose principal activity is not the generation of profit. As a result, the Board is exempt from applying the following AASBs:

- AASB 114 *Segment Reporting*
- AASB 120 *Accounting for Government Grants and Disclosure of Government Assistance*

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

(a) Income Tax

The Board is specifically exempt from income tax obligations under the Income Tax Assessment Act 1997 and therefore there are no resultant income tax entries in the accounts.

(b) Cash & Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks and other short-term highly liquid investments.

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VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

(c) Property, Plant & Equipment

Each class of property, plant & equipment are carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses. Useful lives and residual values are reviewed annually.

Plant & Equipment

The carrying amount of plant & equipment is reviewed annually to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets' employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining recoverable amounts.

Depreciation

The depreciable amount of all fixed assets are depreciated on a diminishing balance or straight line basis over the useful lives of the assets to the company commencing from the time the asset is held ready for use.

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

Class of Fixed Asset	Depreciation Rate
Office Equipment	20% - 40% diminishing value
Office fitout	20% prime cost

(d) Financial Instruments

Initial Recognition

Financial instruments are initially measured at cost on trade date, which includes transaction costs, when the related contractual rights or obligations exist. Subsequent to initial recognition these instruments are measured as set out below.

Available-for-sale financial assets

Available-for-sale financial assets are recorded at fair value. Unrealised gains and losses arising from changes in fair value are taken directly to equity (Financial Assets Reserve).

Impairment

At each reporting date, the Board assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are recognised in the income statement.

(e) Impairment of Assets

At each reporting date, the Board reviews the carrying values of its assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value-in-use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

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VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017**

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

(f) Employee Benefits

Provision is made for the Board's liability for employee benefits arising from services rendered by the employees to balance date. Employee benefits that are expected to be settled within 12 months of the reporting date have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits.

(g) Provisions

A provision is recognised in the balance sheet when the company has a present, legal or constructive obligation as a result of a past event and it is probable that an outflow of economic benefits will be required to settle the obligation.

(h) Revenue

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

Distributions are recognised when the right to receive the distribution has been established.

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

(i) Goods & Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense.

Cash flows are presented in the cash flow statement on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

(j) Comparative Figures

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

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VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017**

	2017	2016
	\$	\$
NOTE 3 – OTHER REVENUE		
	-	19,910

Other Revenue includes the recovery of monies from members and former members of the Board for unauthorised monies received from 2010 in accordance with an instruction from the Treasurer.

NOTE 4 – PROFESSIONAL SERVICES

Professional Services provided by entities external to the SA Government

Formal Hearings	-	2,054
Accounting Fees	10,061	11,136
Consulting Fees	11,256	3,775
Inspection of Hospitals	2,341	2,702
Audit Fees (ii)	4,600	4,951
Other	2,945	2,618
Total Professional Services - Non SA Government entities	31,203	27,236

Professional Services provided by entities within the SA Government

Legal fees (i)	80,073	106,811
Total Professional Services – SA Government entities	80,073	106,811
Total Professional Services	111,277	134,047

(i) The Board responds to complaints from the public regarding veterinary practice and funds the resources (legal and administrative) to investigate matters. The Board uses the services of the Crown Solicitor's Office at a fixed hourly rate.

(ii) Represents estimated fee payable to the auditors for auditing the Board's financial statements.

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VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017**

	2017 \$	2016 \$
NOTE 5 – OFFICE EXPENSES		
Printing, Stationery & Postage	6,493	4,690
Rent	18,128	18,953
Phone	3,632	3,551
Hardware, Software & Resources	4,272	6,784
Other Office Expenses	1,599	13,015
	<u>34,125</u>	<u>46,993</u>
NOTE 6 – OTHER EXPENSES		
Miscellaneous	1,050	2,145
	<u>1,050</u>	<u>2,145</u>
NOTE 7 – CASH & CASH EQUIVALENTS		
Bank SA Cheque Account	2,000	1,942
Petty Cash Float	30	150
Bank SA Power Saver Account	441,248	240,448
	<u>443,278</u>	<u>242,540</u>
NOTE 8 – TRADE & OTHER RECEIVABLES		
Trade Receivable	3,500	7,225
Fines Receivable & Costs Recoverable	36,000	36,000
Less: Provision for Doubtful Debts	(36,000)	(36,000)
Net Fines Receivable & Costs Recoverable	<u>-</u>	<u>-</u>
GST Receivable - net	6,237	3,750
	<u>9,737</u>	<u>10,975</u>
NOTE 9 – FINANCIAL ASSETS		
BT Balanced Returns Fund	<u>51,204</u>	<u>48,515</u>

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VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017

	2017 \$	2016 \$
NOTE 10 – PROPERTY, PLANT & EQUIPMENT		
Office Equipment	16,160	16,160
Less: Accumulated Depreciation	<u>(10,498)</u>	<u>(5,954)</u>
	5,662	10,206
Office Fitout	-	1,503
Less: Accumulated Depreciation	<u>-</u>	<u>(1,503)</u>
	-	-
	<u>5,662</u>	<u>10,206</u>

Movements in carrying amounts

	Office Equipment	Office Fitout	Total
Gross Carrying Amount:			
Balance at 30 June 2016	16,160	1,503	17,663
Additions	-	-	-
Write-Offs	-	(1,503)	(1,503)
Balance at 30 June 2017	<u>16,160</u>	<u>-</u>	<u>16,160</u>
Accumulated Depreciation:			
Balance at 30 June 2016	5,954	1,503	7,457
Depreciation	4,544	-	4,544
Write-Offs	-	(1,503)	(1,503)
Balance at 30 June 2017	<u>10,498</u>	<u>-</u>	<u>10,498</u>
Net Book Value			
As at 30 June 2016	10,206	-	10,206
As at 30 June 2017	<u>5,662</u>	<u>-</u>	<u>5,662</u>

NOTE 11 – TRADE & OTHER PAYABLES

Accounts Payable	18,823	21,951
Superannuation & Other Payable	7,308	13,789
PAYG & Withholding Tax Payable	9,345	8,823
Accrued Audit Fees	5,200	5,200
Accruals	613	613
	<u>41,289</u>	<u>50,376</u>

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VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017**

	2017	2016
	\$	\$
NOTE 12 – PROVISION FOR EMPLOYEE BENEFITS		
Provision for Annual Leave - current	26,131	21,129
	26,131	21,129

NOTE 13 – CASH FLOW INFORMATION

(a) Reconciliation of net cash provided by operating activities to surplus/(deficit) after extraordinary items

Net operating surplus/(deficit)	198,766	49,842
Non-cash flows in surplus/(deficit) from ordinary activities		
Depreciation and amortisation	4,544	3,588
Interest and Distributions Received	(2,689)	
Changes in assets and liabilities		
Decrease/(Increase) in receivables	1,238	(6,750)
Decrease/(Increase) in prepayments	2,964	(2,050)
(Decrease)/Increase in payables	(9,087)	31,731
(Decrease)/Increase in employee benefits	5,002	11,884
Net cash provided by/(used in) operating activities	200,738	88,245

(b) Reconciliation of cash

Bank SA Cheque Account	2,000	1,942
Petty Cash Float	30	150
Bank SA Power Saver Account	441,248	240,448
	443,278	242,540

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VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017**

NOTE 14 – FINANCIAL INSTRUMENTS

(a) Financial Risk Management

The Board's financial instruments consist of mainly deposits with banks, local money market instruments, short-term investments, accounts receivable and payable. The Board does not have any derivative instruments as at 30 June 2017.

(b) Interest Rate Risk

The Board's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rate and the effective weighted interest rates on those assets and financial liabilities, is as follows:

	Weighted Average Interest Rate		Floating Interest Rate		Fixed Rate < 1 year		Non - interest Bearing	
	2017	2016	2017	2016	2017	2016	2017	2016
Financial Assets								
Cash	0.20%	0.40%	443,248	242,540	-	-	-	-
Short Term Deposits	4.11%	2.91%	-	48,515	-	-	-	-
Receivables			-	-	-	-	3,500	7,225
Totals			443,248	291,055	-	-	3,500	7,225
Financial Liabilities								
Payables			-	-	-	-	41,289	50,376
Totals			-	-	-	-	41,289	50,376

(c) Net Fair Values

The net fair value of investments has been set at the quoted market (redemption) value at balance date. For other assets and liabilities, the net fair values approximate their carrying values.

The aggregate net fair values and carrying amounts of financial assets and financial liabilities are disclosed in the Balance Sheet and the notes to and forming part of the financial statements.

NOTE 15 – CONTINGENT LIABILITIES

Workers' Compensation

The Board is an exempt employer under the Workcover Corporation Act 1994. The Board is responsible for the management of workers rehabilitation and compensation. As at 30 June 2017, there were no known workers compensation claims.

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VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017**

NOTE 16 – RELATED PARTIES

The Veterinary Surgeons Board of South Australia related parties include its Board of Directors.

(a) Member remuneration

Members and former members (including deputies) received remuneration in accordance with a remuneration determination of the Governor in the total sum of \$19,558 during the reporting period:

Total Remuneration		Number of Members
Band 1	\$1 to \$999	4
Band 2	\$1,000 to \$1,999	3
Band 3	\$2,000 to \$2,999	1
Band 4	\$3,000 to \$3,999	-
Band 5	\$4,000 to \$4,999	-
Band 6	\$5,000 to \$5,999	1
Band 7	\$6,000 to \$6,999	1
		10

Payments to key management personnel were limited to the payment of retention allowances, sitting fees and travel allowances and salaries and no related party of the Board otherwise entered into any transaction with the Board.

NOTE 17 – SEGMENT REPORTING

The Board operates entirely in South Australia. Its objective is to protect consumers and animals by maintaining a high standard of veterinary practice within the state. Its activities include the regulation of veterinary practice in South Australia and the consideration of complaints against veterinary surgeons and veterinary service providers.

NOTE 18 – SUBSEQUENT EVENT - FINES & COSTS

A fine and costs were imposed upon a registrant during the 2014/15 year and the fine has been paid. As at the date of signing this report the Board has not determined the extent of costs to be recovered.

SOF
03/11/17

VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA

CERTIFICATION OF THE FINANCIAL REPORT

We certify that:

- the attached General Purpose Financial Report for the Veterinary Surgeons Board of South Australia presents fairly, in accordance with the Treasurer's Instructions promulgated under the provisions of the *Public Finance and Audit Act 1987*, applicable Accounting Standards and other mandatory professional reporting requirements in Australia, the financial position of the Veterinary Surgeons Board of South Australia as at 30 June 2017, its financial performance and its operations and cash flows for the year then ended;
- internal controls over the financial reporting have been effective throughout the reporting period and there are reasonable grounds to believe the Board will be able to pay its debts as and when they become due and payable; and
- the financial report is in accordance with the accounts and records of the Board and gives an accurate indication of the financial transactions of the Board for that period.

Signed in accordance with a resolution of the Board



Mr John F Strachan AM, LLB

Presiding Member



Ms Carol Irvine, LLB (Hons), B Com, GDLP

Registrar

3rd November 2017

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03-11-17



**INDEPENDENT AUDITOR'S REPORT TO THE BOARD OF MANAGEMENT OF THE
VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA
FOR THE YEAR ENDED 30 JUNE 2017**

Report on the Financial Report

I have audited the accompanying financial report of the Veterinary Surgeons Board of South Australia, which comprises the Statement of Financial Position as at 30 June 2017, the Statement of Comprehensive Income, Statement of Changes in Equity and Statement of Cash Flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the Certification of the Financial Report.

The Responsibility of the Board of Management for the Financial Report

The members of the Board of the Veterinary Surgeons Board of South Australia are responsible for the preparation of the financial report in accordance with the Treasurer's Instructions promulgated under the Provisions of the Public Finance and Audit Act 1987, the Veterinary Practice Act 2003, applicable Accounting Standards and Australian Accounting Interpretations. The Board's responsibility also includes such internal control as the Board determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Board as well as evaluating the overall presentation of the financial report.

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

SDF
03.11.17

Liability limited by a scheme approved under Professional Standards Legislation

**INDEPENDENT AUDITOR'S REPORT TO THE BOARD OF MANAGEMENT OF THE
VETERINARY SURGEONS BOARD OF SOUTH AUSTRALIA
FOR THE YEAR ENDED 30 JUNE 2017**

Independence

In conducting my audit, I have complied with the independence requirements of the Australian professional accounting bodies.

Auditor's Opinion

In my opinion:

The financial report of the Veterinary Surgeons Board of South Australia is in accordance with the Veterinary Practice Act 2003 including

- i. giving a true and fair view of the entity's financial position as at 30 June 2017 and of its performance for the year ended on that date; and
- ii. complying with Australian Accounting Standards (including Australian Accounting Interpretations) and the Veterinary Practice Act 2003.



S D FRY

Chartered Accountant

Signed at Adelaide this 3rd day of November 2017.