



John Beard Audit
REPORTS & ADVICE

Registered Company Auditor 15775
22 Hensman Street LATHAM ACT 2615
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ABN 36 761 490 955

**AUSTRALIAN INSTITUTE OF INTERNATIONAL AFFAIRS
(CANBERRA BRANCH) INCORPORATED
PO BOX 34
DEAKIN WEST ACT 2600**

Dear Committee Members,

I have finalised the Audit of for the period ended 30 June 2023.

The records were kept in accordance with the relative laws and regulations and the internal control and accounting systems are in good order.

Yours sincerely,

John Beard
Registered Company Auditor

28 August 2023



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**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF AUSTRALIAN INSTITUTE OF INTERNATIONAL AFFAIRS
(CANBERRA BRANCH) INCORPORATED**

Report on the Audit of the Financial Report

Opinion

I have audited the financial report, being a special purpose financial report, of Australian Institute Of International Affairs (Canberra Branch) Incorporated (the association), which comprises the assets and liabilities statement as at 30 June 2023, the income and expenditure statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the certification by members of the committee of the association. In my opinion, the accompanying financial report of Australian Institute Of International Affairs (Canberra Branch) Incorporated is in accordance with the *Associations Incorporation Act 1991*, including:

- a) giving a true and fair view of the association's financial position as at 30 June 2023 and of its financial performance for the year then ended; and
- b) complying with Australian Accounting Standards to the extent described in Note 1.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of the association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

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

Emphasis of Matter – Basis of Accounting

I draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the association to meet the requirements of the *Associations Incorporation Act 1991*. As a result, the financial report may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Responsibilities of the Committee for the Financial Report

The committee is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the *Associations Incorporation Act 1991* and for such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF AUSTRALIAN INSTITUTE OF INTERNATIONAL AFFAIRS
(CANBERRA BRANCH) INCORPORATED**

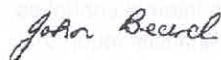
Auditor's Responsibilities for the Audit of the Financial Report

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

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



John Beard

Registered Company Auditor 15775

Dated this 28th day of August 2023

Australian Institute of International Affairs

(Canberra Branch) Incorporated

Financial Report for the Year Ended 30 June 2023

Australian Institute of International Affairs (Canberra Branch) Incorporated

COMMITTEE'S REPORT

Your committee members submit the financial report of the Australian Institute of International Affairs (Canberra Branch) Incorporated for the financial year ended 30 June 2023.

Committee Members

The names of committee members throughout the year and at the date of this report are:

Heath McMichael	President	Re-elected 2022
Amanda Lynch	Vice President	Re-elected 2022
Philip Huntley	Treasurer	Re-elected 2022
Phil Diak	Councillor	Re-elected 2022
Brian Ely	Councillor	Re-elected 2022
Elmo Jacob	Councillor	Re-elected 2022
Bradley Innes	Councillor	Re-elected 2022
Desmond Woods	Councillor	Re-elected 2022
Lauren Oakley	Councillor	Re-elected 2022
William Maley	Councillor	Re-elected 2022
Amelia Young	Councillor	Elected 2022
Shaun Cameron	Councillor	Elected 2022
Martyn Hagan	Councillor	Elected 2022
Edward Hinch	Councillor	Elected 2022

Principal Activities

The principal activities of the association during the financial year were to promote informed discussion among members of the Australian public on international issues and their impact on Australia. The Australian Institute of International Affairs (Canberra Branch) aims to increase awareness of international affairs through its events, publications and presence in the community, while not advocating its own view.

Significant Changes

No significant change in the nature of these activities occurred during the year.

Operating Result

The profit/(loss) for the 2023 financial year amounted to (\$9,705) (2022: (\$8,551)).

Signed in accordance with a resolution of the members of the committee.



President



Treasurer

Dated this 28 day of August 2023

Australian Institute of International Affairs (Canberra Branch) Incorporated

INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2023

	2023	2022
	\$	\$
INCOME		
Membership Dues	27,993	24,143
Meeting & Event Proceeds	5,276	13,947
Interest Received	25	69
Other Income	-	50
	<u>33,294</u>	<u>38,209</u>
EXPENDITURE		
Advertising	256	1,390
AJIA Member Costs	3,191	1,432
Auditor's Remuneration	1,320	1,320
Bank Charges	44	264
Capitation Fees	878	894
Catering Costs Meetings & Events	10,242	16,739
Insurance	1,235	1,181
Office Supplies & Equipment	778	1,627
Other Expenses	50	88
Postage	181	144
Printing & Stationery	38	-
Rent - Meeting Room Hire	4,125	3,410
Salaries & Wages	13,094	12,995
Superannuation Contributions	1,412	1,731
Website	6,156	3,545
	<u>42,999</u>	<u>46,760</u>
Current Year Profit/(Loss) before income tax	(9,705)	(8,551)
Income Tax Expense	-	-
Net Current Year Profit/(Loss)	<u>(9,705)</u>	<u>(8,551)</u>

The accompanying notes form part of these financial statements.

Australian Institute of International Affairs (Canberra Branch) Incorporated

ASSETS AND LIABILITIES STATEMENT AS AT 30 JUNE 2023

	2023	2022
	\$	\$
ASSETS		
CURRENT ASSETS		
Cheque Account 101828	9,014	1,605
Cash Reserve 367749	8	8
Term Deposit 510103	-	10,058
Term Deposit 119876	-	7,057
Petty Cash Advance	250	250
TOTAL CURRENT ASSETS	<u>9,272</u>	<u>18,977</u>
NON-CURRENT ASSETS	<u>-</u>	<u>-</u>
TOTAL ASSETS	<u>9,272</u>	<u>18,977</u>
LIABILITIES		
CURRENT LIABILITIES		
Income tax payable	-	-
TOTAL CURRENT LIABILITIES	<u>-</u>	<u>-</u>
NON-CURRENT LIABILITIES	<u>-</u>	<u>-</u>
TOTAL LIABILITIES	<u>-</u>	<u>-</u>
NET ASSETS	<u>9,272</u>	<u>18,977</u>
MEMBERS' FUNDS		
Retained Earnings	18,977	27,528
Current Year Profit/(Loss)	<u>(9,705)</u>	<u>(8,551)</u>
TOTAL MEMBERS' FUNDS	<u>9,272</u>	<u>18,977</u>

The accompanying notes form part of these financial statements.

Australian Institute of International Affairs (Canberra Branch) Incorporated

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the *Associations Incorporation Act 2001*. The committee has determined that the association is not a reporting entity.

The financial statements have been prepared on an accruals basis and are based on historical costs.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of these financial statements.

a. **Income Tax**

The committee has determined that the association is exempt from income tax expense.

b. **Employee Provisions**

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee provisions have been measured at the amounts expected to be paid when the liability is settled.

c. **Cash on Hand**

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

d. **Accounts Receivable and Other Debtors**

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

e. **Revenue and Other Income**

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

If conditions are attached to the grant that must be satisfied before the association is eligible to receive the contribution, recognition of the grant as revenue will be deferred until those conditions are satisfied.

f. **Goods and Services Tax (GST)**

The association is not currently registered for GST.

g. **Accounts Payable and Other Payables**

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

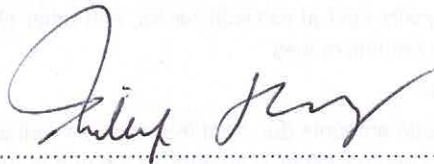
Australian Institute of International Affairs (Canberra Branch) Incorporated

ANNUAL STATEMENTS GIVE TRUE AND FAIR VIEW OF FINANCIAL POSITION AND PERFORMANCE OF
INCORPORATED ASSOCIATION


We PHILLIP HUNTLEY.....and
HEATH M^C MICHAEL....., being

members of the committee of Australian Institute of International Affairs (Canberra Branch) Incorporated, certify that:

- (i) the statements attached to this certificate give a true and fair view of the financial position and performance of Australian Institute of International Affairs (Canberra Branch) Incorporated during and at the end of the financial year of the association ending on 30 June 2023.
- (ii) at the date of this statement there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

Signed: 

Dated: 28 August 2023

Signed: 

Dated: 28 August 2023

Australian Institute of International Affairs (Canberra Branch) Incorporated

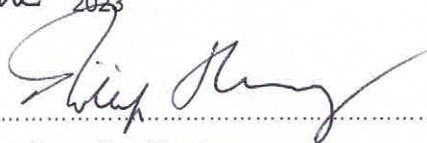
CERTIFICATE BY MEMBERS OF THE COMMITTEE

I, PHILLIP HUNTLEY
of 31 TURNER PLACE YARRALUMLA

certify that:

- a. I attended the annual general meeting of the association held on 7 September 2023; and
b. the financial statements for the year ended 30 June 2023 were submitted to the members of the association at the annual general meeting.

Dated this 7 day of September 2023



Committee Member