



Annual General Meeting

Friday 19 June 2020 at 1:00pm AEST

Online

Via ZOOM meeting link

<https://us02web.zoom.us/j/5550191974>



Table of Contents

National Advisory Council 2019	3
Immediate Past President	4
Life Members	4
Primary Heroes	5
2020 AGM Agenda	6
2020 AGM Resolutions	6
Auditor's Report	6
Appointment of Auditor	6
Minutes of 2019 Annual General Meeting	7
Minutes of the 2018	8
Presidents' Reports	9
APPA - Malcolm Elliott	9
AGPPA - Ian Anderson	11
ACPPA - Brad Gaynor	15
IPSHA - Grant Bock	17
Financial Accounts for the year ending 31 December 2019	19
Directors' Report	20
Auditor's Independent Declaration	24
Financial Accounts 2019	25
Statement of Significant Accounting Policies	29
Declaration by Responsible Person	37
Independent Auditor's Report to Members	38

National Advisory Council 2019

President	Malcolm Elliott	APPA
Deputy President	Phil Seymour	NSWPPA
National Sector Presidents	Ian Anderson	AGPPA
	Brad Gaynor	ACPPA
	Grant Bock	IPSHA
State & Territory Association Representatives	Andy Gordon	IPSHA-QLD
	Angela Falkenberg	SAPPA
	Anne-Maree Kliman	VPA
	Brad Nelsen	IPSHA-VIC
	Brigid Knight	IPSHA-TAS
	Britany Roestenburg	NTPA
	Carl Salt	IPSHA-SA
	Fran Bonanno	ACSP-NSW
	Gez Mulvihill	NTCPA
	John O'Connor	QCPPA
	Keryl Caird	WAPPA
	Leslie Single	QASSP
	Liz Bobos	ACTPA
	Marcus Donnelly	CPAT
	Matt Egan-Richards	ACTCPPA
	Michael Gray	VACPSP
	Peter Cutrona	CPPAWA
	Ros Oates	SACPPA
	Sally Ruston	IPSHA - NSW
	Samantha Abblitt	TPA
	Thomas Quinlivan	IPSHA-WA
	Dyonne Anderson	NATSIPA* (Observer)
Executive Officer	Michael Nuttall	(Company Secretary)
Key	Bold Font denotes representative also serves as an APPA Board member.	

Full contact details for all members of the National Advisory Council are available on the APPA Website www.appa.asn.au

Immediate Past President

2015-2018

Dennis Yarrington (Canberra)

Life Members

1994	Neil Mason	South Australia
	Ronald Sandeman	Australian Capital Territory
	Leslie Bishop	Tasmania
	Erroll Robinson	South Australia
	Nigel Bentley	Tasmania
	Gary Rodgers	Victoria
1995	John Willett	Western Australia
	Mike Berson	Western Australia
	Graham Cowell	Western Australia
	Frank Hennessy	Queensland
	Barry McConville	New South Wales
	Gary McClean	Victoria
	John Bugg	Victoria
	Peter Radford	Tasmania
1996	Julie Biles	Australian Capital Territory
	Paul Aldred	Western Australia
	Janet Purcell	Western Australia
	Richard Wyatt	Tasmania
	Marilyn Gilberston	South Australia
	Peter Paul	Victoria
1997	Tony Misich	Western Australia
	Leonie Drew	Western Australia
	Patrick (Jim) Smith	Western Australia
	Brian Pocock	South Australia
	Geoffrey Gapper	South Australia
	Tom Croker	New South Wales
1998	Shane Baker	Western Australia
	Kathy Campbell	New South Wales
	David Bishop	New South Wales
	Maureen Stephenson	New South Wales
	Jenny Leeson	Australian Capital Territory

1999	Chris Cameron Ken Hedley Joan North	Australian Capital Territory Western Australia Victoria
2000	John Turner	Victoria
2001	Colleen Breheney	Tasmania
2002	Paul Cazzulino Elizabeth Moroney Janice Szmaj Rosalie Ramsay Vicki Simmonds	Queensland Australian Capital Territory Victoria New South Wales Victoria
2004	Sean Gordon	Queensland
2006	Chris Robarts	Victoria
2008	Dr Roderick Crouch Colin Pettit	Queensland Western Australia
2009	Patrick McGrath Anthony McGruther	Australian Capital Territory Queensland
2011	Leonie Trimper Janet Wilmot	South Australia Western Australia
2012	Tim Emery	Western Australia
2014	Geoff Scott Robert Hoff Stephen Portlock	New South Wales South Australia South Australia
2016	Norm Hart Sally Ruston Gabrielle Leigh Stephen Breen Dave Edwards	Queensland New South Wales Victoria Western Australia South Australia

Primary Heroes

2007	Emeritus Professor Max Angus Harriet Olney	Western Australia Western Australia
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2020 AGM Agenda

1. Attendance
2. Apologies
3. Minutes of 2019 Annual General Meeting
4. Financial Accounts for the year ended 31 December, 2019
5. Directors' Report and Declaration
6. Auditor's Report
7. Appointment of Auditor

2020 AGM Resolutions

THAT the minutes of the 2019 Annual General Meeting of the Company be accepted.

THAT the Financial Accounts of the Company for the Financial Year ended 31 December 2019 be accepted.

THAT the Directors' Report and Declaration be approved and signed by a Director on behalf of the Board of the Directors of the Company.

THAT the Report of the Auditor of the Company be accepted.

THAT Anthony Wilson, AccountAbility ACT Pty Ltd be appointed as Auditor for the forthcoming financial reporting year.

Minutes of the 2019 Annual General Meeting

Meeting opened at 9:08am on Wednesday 29th May 2019
at Jasper Hotel, 489 Elizabeth St, Melbourne, Victoria.

The following NAC members attended the 2019 AGM-representing their Member Association:

Malcolm Elliott	APPA
Phil Seymour	NSWPPA
Ian Anderson	AGPPA
Brad Gaynor	ACPPA
Grant Bock	IPSHA
Andy Gordon	IPSHA-QLD
Angela Falkenberg	SAPPA
Anne-Maree Kliman	VPA
Brad Nelsen	IPSHA-VIC
Brigid Knight	IPSHA-TAS
Britany Roestenburg	NTPA
Carl Salt	IPSHA-SA
Gez Mulvahi	NTCPA
John O'Connor	QCPPA
Keryl Caird	WAPPA
Liz Bobos	ACTPA
Marcus Donnelly	CPAT
Matt Egan-Richards	ACTCPPA
Michael Gray	VACPSP
Peter Cutrona	CPPAWA
Ros Oates	SACPPA
Sally Ruston	IPSHA - NSW
Samatha Abblitt	TPA
Thomas Quinlivan	IPSHA-WA
Michael Nuttall	Company Secretary

RESOLUTIONS

THAT the minutes of the 2018 Annual General Meeting of the Company be accepted.

Moved: Ian Anderson

Seconded: Anne-Maree Kliman

THAT the Financial Accounts of the Company for the Financial Year 1 January 2018 to 31 December 2018 be accepted.

Moved: Angela Falkenberg

Seconded: Grant Bock

THAT the Directors' Report and Declaration be approved and signed by a Director on behalf of the Board of Directors of the Company.

Moved: Sally Ruston

Seconded: Matt Egan-Richards

THAT the Report of the Auditor of the Company be accepted.

Moved: Liz Bobos

Seconded: Phil Seymour

THAT Anthony Wilson, AccountAbility ACT Pty Ltd be appointed as Auditor for the forthcoming financial reporting year.

Moved: Andy Gordon

Seconded: Phil Seymour

THAT the constitution of *Australian Primary Principals Association Limited*, as amended on 10 March 2017, be amended by, in clause 8.1, deleting the words '*...support the Objects...*' and inserting in their place the words '*...are a member of a National Sector Association...*' and by, in clause 13.1 at the end of subclause 'c', deleting the word 'or', inserting a new subclause as subclause 'd' by adding the words '*if the Member Association ceases to meet the requirements of clause 8.1; or*' and changing the existing subclause 'd' to read subclause 'e', with the amendment to apply from the conclusion of the 2019 Annual General Meeting.

Moved: Brad Gaynor

Seconded: Peter Cutrona

President's report read.

Moved: Brad Gaynor

Seconded: Phil Seymour

Meeting Closed: 9:28am

Presidents' Reports

APPA President's Report - Malcolm Elliott

Friday 19 June 2020

Colleagues, it is an honour to present this report, which serves as a part of the record for our association as we continue to endure the effects of Cov-SARS-4 or Covid-19.

When assessing the risks to our association, the idea of a pandemic as a threat was, in a sense, real and risk planning around the globe forewarned of that threat. Nevertheless, we have all been swept up and tossed about. Here, I register our thoughts for those whose lives have been lost, and for their families and friends.

I recognise the work of our principals, school leaders, teachers, school workers, families and the children of Australia. As an association, we are justifiably very honoured to serve and support our school leaders who have done so very much in this very difficult circumstance.

As our finances are presented to you, there are effects unfolding. The auditor's report refers to the possible impacts of the pandemic in 2020.

APPA recognises the great work done by our partner, School Aid, in raising and distributing funds from schools to schools and communities around Australia.

We maintain our close connection with the New Zealand Principals Federation and most sincerely thank the Auckland Primary Principals Association for their generosity in raising funds to aid bushfire relief here in Australia.

The period between our last AGM and this Meeting, is a combination of the planned and unplanned. At time of writing of the last report, we were awaiting the announcement of the new cabinet following the Federal Election. We warmly welcome the relationship with Minister Tehan and the members of his office; and recognise the close working relationship with the Commonwealth Department of Education, Skills and Employment.

The APPA Conference in Adelaide was a great success and credit to the organising committee – but even that great event now seems such a long time ago.

It is pleasing and appropriate that the Australian Special Education Principals Association has joined the National Advisory Council as an associate group.

We also look forward to continuing the evolution of the APPA Reconciliation Action Plan with the National Aboriginal and Torres Strait Islander Principals Association.

The Principals As STEM Leaders project has continued with groups of principals participating around Australia in professional learning designed and delivered by a consortium of universities. This is a joint project with the Australian Secondary Principals Association.

The ASIC Money Smart Project is now entering its third round, with submissions for funding soon to be called for.

APPA has made submissions to the *Review of the National Architecture for Schooling in Australia* (following communication with the Minister's office seeking involvement); the Productivity Commission Inquiry on *Mental Health*; and the National School Resourcing Board *Review of the loading for students with disability*.

APPA joined with the secondary school principal associations to write to all ministers urging the involvement of principals in charting the way through the pandemic crisis.

We continue as a member of the Asia Education Foundation Council (formerly Board) with its close connection with Asia Link.

We continue, too, our work on addressing *The Impact of Childhood Anxiety on Primary Schooling*. This has generated widespread interest following the release of our Report and our Sydney Roundtable and has emerged as a major project. This has contributed to APPA's recognition and participation in the media as a respected advocate for primary education and the profession.

We have engaged closely with AITSL as work on standards for mid-level leaders, reduction of red tape, and the project to address abuse directed at teachers all gather momentum. APPA is also represented on the School Leadership and Teaching Expert Standing Committee. We continue to enjoy a solid relationship with ACARA and a developing relationship with Education Services Australia. We are represented on the ACARA Students with Disability Advisory Group.

We welcome our engagement with School TV, which has the potential to enhance our connection with parents and contribute strongly to leadership development and support.

We recognise, too, the centrality of issues in Principal Health and Wellbeing and the outstanding contribution of Professor Phil Riley and his team, following the ninth iteration of this longitudinal study, in which APPA is a partner. APPA is again prominent in championing this cause.

Plans were in-train to have recognised new life members but these have been held over with the hope that this can be done in-person, rather than via a screen.

We have not been able to meet with Parliamentary Friends of Primary Education, but thank Celia Hammond and Graham Perrett for their friendship and support nevertheless.

At this point, I make special mention of Michael Nuttall, who served as APPA Executive Officer for many years and whose service has been invaluable. It is a pleasure to report that Michael is continuing his service with APPA as our Parliamentary Friends of Primary Education co-ordinator.

In conclusion, I thank our Deputy President Phil Seymour, our respective National Sector Presidents Ian Anderson, Grant Bock and Brad Gaynor; the APPA Board; the members of the APPA National Advisory Council; our APPA team for their sterling service, advice and support; and our business partners for their on-going engagement.

We look forward to better days ahead.

Malcolm Elliott



APPA President



AGPPA President's Report - Ian Anderson



Promoting and Advocating for Government Primary Schools

AGPPA AGM

Friday 19 June 2020

Zoom Meeting

AGPPA President's Report

COVID-19 has dominated our world this year and has meant a big change to the way AGPPA has had to go about its business. It has been great to see the level of sharing across the states and territories as collectively, we have supported each other, with a focus on government primary education. Whilst not meeting in person this year, the Executive has kept in regular contact via zoom meetings and the state and territory Presidents have also connected in such meetings as well as a lot of email sharing. What is clear is that when it counts, primary principals stand up and lead and they are well supported by their state or territory Principals Association.

I have just completed my second year as President of AGPPA and feel very honoured to lead and represent an association which focuses on government primary schools. Our work, whilst overlapping with that of APPA, is critical to the majority of the primary principals and children in Australia. As such, our voice needs to be strong, heard and acted upon at both state and national levels.

At the AGM, we voted on changes to our Constitution in order to comply with the new rules for incorporated associations under the Associations Incorporation Act 1991 (**the Act**) which were introduced under the *Red Tape Reduction Legislation Amendment Bill 2018*. While AGPPA's existing Constitution was largely aligned with the new rules, it was necessary to introduce two new clauses to ensure full compliance with the Act.

- 4.2 Resignation of membership, and
- 6.3 Disputes resolution process.

With the help of Clive Dixon (Qld), we were able to develop a new Strategic Plan, setting a clear direction for AGPPA in coming years.

- *Ensure the considered voice of primary government school principals is valued, respected by and acted upon by the Federal Government and other key stakeholders*

AGPPA President's Report - Ian Anderson

- *Influence the Australian community to place a greater value on government primary education to receive optimal resourcing.*
- *Advocate to government and key stakeholders that policies and initiatives factor in the importance of government primary principal wellbeing*
- *High quality leadership underpins every government primary school.*

A significant achievement over the past 12 months has been the approval of **AGPPA's Charitable status**. A big thankyou to Pat, Grace and Debbie for the work they did in ensuring that the application met the requirements. This has already provided a big repayment of taxes from previous years and will assist with our ongoing financial management.

Achievements over the past 12 months:

New **Strategic Plan** developed

Formal Submissions

- Review of the Melbourne Declaration
- National Architecture Review
- Review of Senior Secondary Pathways
- National Teacher Workforce Strategy
- Review of NAPLAN

Informal Feedback provided on:

- Phonics
- Teacher and School Leader Abuse
- Reduction of Red Tape
- National Teacher Workforce Strategy
- National School Resourcing Board

Media Releases

- Principal Health and Wellbeing Survey: concern over reports that violence and physical assaults of school leaders on the rise
- AGPPA calls for a National Approach to support all students and staff
- Ian Anderson, President of AGPPA, Responds to the Australian Principal Occupational Health Safety and Wellbeing Survey 2019

State of the Nation Topics

- Principal Health and Wellbeing
- Wrap Around Services
- Red Tape

AGPPA President's Report - Ian Anderson

Representation of AGPPA at:

- Schools Stakeholder Forum – Canberra
- National School Reform Agreement
- ACDE Status of Teachers
- Aitsl School Leadership Round Table - *Strengthening school leadership development and principal preparation*
- APPA Conference
- QASSP Conference
- NSWPPA Conference
- VPA Conference
- WAPPA Conference
- ICP Council and Conference
- Australian Educators' Awards

ICP Council and Conference: Strong support was shown across state and territory associations in sending extra numbers to the ICP conference in Shanghai, with a combined AGPPA and ASPA function held for 50 Principals. Anne-Maree, Brittany and myself attended the ICP Council Meeting prior to the conference.

Guests AGPPA engaged with during the year:

- Dan Tehan (Federal Minister for Education)
- Fabian Harding (Senior Advisor to Dan Tehan)
- Tanya Plibersek (Shadow Minister for Education)
- David McElray (Deputy Chief of Staff to Tanya Plibersek)
- Alex Gordon (Deputy Secretary, Federal Department of Education)
- Christine Crowther & Graeme Grant (Australian Government Department of Education and Training)
- David de Carvalho (CEO ACARA)
- Mark Grant (CEO Aitsl)
- Sarah Richardson (Aitsl)
- Danny Pinchers (Aitsl)
- Andrew Smith (CEO Education Services Australia)
- Dr Jenny Donovan (Managing Director Learning Progression and Online Formative Assessment Initiative)
- Dr Phil Riley

AGPPA President's Report - Ian Anderson

- Dianne Giblin (CEO ACSSO)
- Clive Dixon (Strategic Planning)
- Jay Boudou (Manager) & Julie Townrow (Client Success Director) Virgin Pulse

Over the 12 months, we benefited from Angela's "wellbeing" activities and finally, may I extend my sincere thanks to my Executive (Anne-Maree, Britany and Pat), all members of the National Council and to Carolyn for providing me (and AGPPA) with Executive support.

Ian Anderson
President
15 June 2020

ACPPA President's Report - Brad Gaynor

Australian Catholic Primary Principals' Association President's Report

The Australian Catholic Primary Principals' Association (ACPPA) is the peak association for over 1200 Catholic primary principals in Australia. Our mission is to provide "advocacy and action for Catholic School Leadership".

2019 was again a busy and productive year for ACPPA with consolidation of growth and new development taking place.

We are fortunate to have a strong board with renewed commitment and some new Directors to begin their 3-year tenure with ACPPA.

We have continued to be asked to attend educational forums and roundtables with ACARA, AITSL and the Department of Education as well as being a regular participant and presenter at the Catholic Diocesan Directors forums.

Our relationship with the National Catholic Education Commission (NCEC) continues to grow in a vital connection with both Secondary Catholic Principals and Catholic School Parents.

During 2019 ACPPA began a new partnership and relationship with both Australian Catholic University (ACU) and the University of Notre Dame (UNDA). This is an exciting venture for ACPPA and a proposed joint research project around Initial Teacher Education will commence at the beginning of 2021.

We were pleased to be nominated as a finalist in the Association Forum's "Turnaround Association of the Year" Award at Parliament House in Canberra. This was a fitting tribute to the great work that ACPPA have been doing over the last few years.



ACPPA President's Report - Brad Gaynor

During the year we attended several conferences as well as giving presentations to State Principal Associations as well as a number of Diocesan Principals Associations. This has allowed us the opportunity to grow our reach throughout the Catholic Primary Principal sector and get to know Principals better.

As part of this process we also hosted our first large social function for both Primary and Secondary Principals as part of the ACSP conference held in Sydney.

Another strategy has been to increase our social media presence and to film some short videos explaining the work of ACPPA to our members. These have been well received.

Our 2019 annual survey again showed great support and confidence in the work of ACPPA and one strategic intent to provide resources for Principals around the theme of Principal Wellbeing is underway.

In 2019 we began the process of developing our new logo for ACPPA. This is an ongoing consultation with the Board, and we should have a final branding design for launch in 2020.

ACPPA would like to thank the members of the National Executive for their tireless commitment and hard work during 2019 to ensure ACPPA continues to grow. My thanks also to our Management Team for their advice and support.

The work of ACPPA is a team effort which allows us to continue supporting and promoting the role of leaders in schools and as part of this team I would like to thank all Catholic Primary Principals for their work in education as they are a vital part of what is happening as we move forward.

It is a great privilege to serve on the ACPPA Executive and I am always constantly amazed by the dedication and enthusiasm of our colleagues.

Brad Gaynor
President, ACPPA.
June 2020



IPSHA President's Report - Grant Bock

Interesting Times

What a time we are living in. I wonder if in future years we will look back on 2020 and shake our heads in amazement at the changes that we have been a part of. We started the year with our hearts going out to the communities devastated by bushfires, and here we are just a few months later with a whole new set of circumstances, concerns and considerations that are keeping us awake at night.

Here at my school, the pandemic has even had an impact on the staff room. The communal biscuit barrel was an obvious target. That moved on to removing all crockery & cutlery. Staff now need to bring their own plate and knife for lunch. I think providing coffee and tea bags are also under threat. This virus knows no limits! I can't imagine this change being embraced by my staff who are working 'within the magic fence' as my colleague refers to schools. Being in a classroom with 25 children is fine but sharing a jar of coffee is a health hazard.

As I said – these are unusual times and we are surrounded by inconsistencies. Everyone is trying to do their best for the greater good and I am confident that over time a new level of normal will emerge.

On behalf of your school communities I would like to express my appreciation for the incredibly complex scenarios that you are negotiating. Supporting the students and staff in your schools has proven to be incredibly difficult. Providing meaningful learning opportunities in an online environment for a 6-year-old is not something that we have had to contend with previously. Whether you have full student attendance or your students are returning to school in a slow trickle, I wish you well in your quest to do all you can for the staff, students and families in your care.

A new paradigm for IPSHA

Just like individual school communities, the IPSHA community has had to adjust to this ever-changing landscape. Our regular IPSHA branch meetings are unable to go ahead in the usual format due to social distancing restrictions. Challenge often leads to innovation. Our President Elect Paul Clegg has been the driving force behind a series of webinars that have been collated and are able to be shared online with members. This is an exciting professional learning offering for our members - the *National IPSHA Webinar Series*. Each of the State Presidents have added their support to this initiative which has resulted in a series of professional learning opportunities being open to members from right across the country.

The webinars will give all members access to professional learning not only arranged by their own state branches, but by the other state branches too. These webinars have been available not only to IPSHA member, but also to Deputies and it's wonderful that IPSHA is able to support the Deputies programs in this way.

Upcoming webinars, including biographical details about each presenter, are listed on the IPSHA website at <https://www.ipsha.org.au/events/national-ipsha-webinar-series/>. Presenters so far have included Dr Jason Coulson, Earle Taylor, Steve Francis, with upcoming webinars scheduled with Dr Simon Breakspear and Michael Hawton. The webpage will be updated as more webinars are arranged, and the details will be communicated with you via email. You will need to login into the website to access this webpage.

As always we are indebted to Laura for making this all work from a technical perspective.



IPSHA President's Report - Grant Bock

The IPSHA Biennial National Conference

The 2020 conference was scheduled to take place in Adelaide this coming September. While South Australia has done extremely well in containing the spread of the virus, there is very little chance that state borders and other restrictions will allow for our conference to proceed as scheduled. My thanks go to the organising committee for behind the scene negotiations with venues, sponsors and speakers that have enabled us to delay our national conference until 27 – 29 May 2021. It is my hope that Australia at least will be resuming some normality by then, and that we will all benefit greatly from getting to gather in person in Adelaide. Shifting the conference has also had a benefit in that it will now permanently be held earlier in the year thus avoiding calendar crowding with the annual APPA conference. Often IPSHA members have wanted to attend both conferences, but they were very near to each other on the calendar. Moving the IPSHA Conference means that we will need to change our reporting periods, at both Federal and State Branch levels, from the current financial year reporting period to a calendar year reporting period, and this change will align well with the school year.

Virtual Biennial General Meeting

According to our operating and reporting procedures, the Biennial General Meeting will need to take place in or around September this year. While normally the BGM is a highly anticipated feature of our Conference, like many things, this year we need to do things differently. This year we will gather virtually from the comfort of our schools and take care of the business that is required to keep our association compliant. Most significantly at this time we will also be welcoming Paul Clegg as our President for the next two years, and we are all looking forward to the positive influence and energy that he will bring to the role.

It has been a privilege to steer the Association through these challenging and interesting times and I look forward to continuing to serve on the IPSHA Federal Board in the capacity as Federal Past President for the next biennium.

In closing, I wish you all the best for the months that lie ahead as each of us faces a new normal, and please look after yourselves and your families.

Grant Bock
IPSHA President



Financial Accounts for the year ending 31 December 2019 are added as a document here:



AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A company limited by guarantee)
ACN 604 485 332

FINANCIAL REPORT
FOR THE YEAR ENDED
31 DECEMBER 2019

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A company limited by guarantee)
ACN 604 485 332

FINANCIAL REPORT
FOR THE YEAR ENDED

**AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332
DIRECTORS REPORT**

Your directors present this report on the company for the financial year ended 31 December 2019.

Directors

The name of each person who was a director during 2019 were:

Malcolm Elliott (Chair)
Phil Seymour
Anne-Maree Kliman
Brad Gaynor
Grant Bock
Ian Anderson
Ros Oates
Sally Ruston.

Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

Company Secretary

The following person held the position of company secretary at the end of the financial year:

Michael Nuttall – Executive Officer of the Australian Primary Principals Association.

Objective

The objective of the company is to support and advocate for primary school principals, the education and wellbeing of primary school students and the work of primary school communities across Australia.

In pursuit of the objective, the company will:

- promote the profession of primary school leadership;
- promote the professional development of primary school principals;
- represent State and Territory primary school principal associations and their members at a national level;
- promote continuous development in primary education;
- create means by which the collective experience and expertise of principals may be used as an educational resource;
- provide forums for exchange and discussion of ideas with a particular focus on school leadership; and
- liaise with other organisations whose views and activities affect the development and standing of primary schools.

No significant changes in the nature of the company's objective occurred during the financial year.

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332

Operating Results

The surplus of the company for the year amounted to \$15,963 (2018: surplus \$9,623).

Review of Operations and Significant Changes in State of Affairs

A review of operations of the company during the financial year indicated that there have been no significant changes in the company's state of affairs during the financial year.

After Balance Date Events

Refer to Note 11 of this Financial Report.

Future Developments

The company expects to maintain the present status and level of operations and hence there are no likely developments in the company's operations.

Environmental Issues

The company's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory.

Dividends Paid or Recommended and Options

In accordance with the company's Constitution, the company is limited by guarantee and accordingly no shares or options have been issued.

Indemnifying Officers or Auditor

During the year, a premium was paid for a Director's and Officers' liability insurance policy. The company has not otherwise, during or since the end of the year, indemnified any Director or Officer.

Proceedings on Behalf of the company

No person has applied for leave of Court to bring proceedings on behalf of the company or intervene in any proceedings to which the company is a party for the purpose of taking responsibility on behalf of the company for all or any of those proceedings.

The company was not a party to any such proceedings during the year.

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332

DIRECTORS REPORT (Continued)

Information on Directors

Name	Qualifications	Occupation
Malcolm Elliott (Chair)	BEd MEd	President APPA
Phil Seymour	DipT GradDipEdStud MEd	Deputy President, APPA Deputy President, NSWPPA Principal, Hayes Park Public School, NSW
Anne-Maree Kliman	DipT BEd GradDipEL	President VPA
Brad Gaynor	DipT GradDipEd BEd GradCertEdLaw MEd	President ACPPA Principal, Holy Spirit Primary School, Nicholls, ACT
Grant Bock	DipT MEdL	President IPSHA Head of Preparatory School, Westminster School, Marion, SA
Ian Anderson	BEd	President AGPPA President WAPPA
Rosslyn Oates	DipT BEd MEdL	Vice President ACPPA Principals, Our Lady of the River School Verran Terrace, Berri, SA
Sally Ruston	DipEd BEd Grad DipEdSt MEd	IPSHA NSW Executive Head of Junior School, Abbotsleigh, Wahroonga, NSW

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332

DIRECTORS REPORT (Continued)

Meetings of Directors

During the financial year, five meetings of directors were held. Attendees by each director were as follows:

Directors' Meetings		
	Number eligible to attend	Number attended
Malcolm Elliott (Chair)	5	5
Phil Seymour	5	5
Anne-Maree Kliman	5	5
Brad Gaynor	5	4
Grant Bock	5	4
Ian Anderson	5	5
Ros Oates	5	5
Sally Ruston	5	5
Michael Nuttall (in capacity as Company Secretary)	5	4

Auditor's Independence Declaration

The lead auditor's independence declaration for the year ended 31 December 2019 has been received and can be found on page 6 of the Financial Report.

Signed in accordance with a resolution of the Board of Directors:



Director:

Dated this 17th day of June 2020.



AccountAbility (ACT) Pty Ltd
ACN: 088 095 354

PO Box 776, Mitchell ACT 2911

Telephone: 02 6170 6870

Email: admin@accountabilitywft.com.au
www.accountabilitywft.com.au

Liability limited by a scheme approved under
Professional Standards Legislation

**AUDITORS' INDEPENDENCE DECLARATION UNDER SECTION 60.40 OF THE
AUSTRALIAN CHARITIES AND NOT-FOR-PROFITS COMMISSION ACT 2012 TO THE
DIRECTORS OF AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED**

I declare that, to the best of my knowledge and belief, during the year ended
31 December 2019 there have been:

- (a) no contraventions of the auditors' independence requirements as set out in
the *Australian Charities and Not-for-profits Commission Act 2012* in relation
to the audit, and
- (b) no contraventions of any applicable code of professional conduct in relation
to the audit.

AccountAbility

Anthony Wilson
Registered Company Auditor
Canberra, ACT
17 June 2020

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332

STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 DECEMBER 2019

	NOTE	2019 \$	2018 \$
Revenue			
Sponsorship		87,200	192,775
Projects		70,793	-
Membership		296,060	235,750
Affiliation		73,320	77,377
Conference		55,029	74,589
Services contract		97,360	65,419
Other income	2	35,019	58,619
Total revenue		714,781	704,529
Expenses			
Projects and research		(101,448)	(33,059)
Office expenses	3	(73,531)	(204,798)
Meeting expenses		(359,390)	(300,442)
Employee expenses		(164,449)	(156,607)
Total expenses		(698,818)	(694,906)
Surplus from ordinary activities		15,963	9,623
Other comprehensive income		-	-
		15,963	9,623

The accompanying notes form part of these financial statements

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332

STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2019

	NOTE	2019 \$	2018 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	4	838,583	821,449
Trade and other receivables	5	109,845	154,253
Other assets	6	-	20,000
		<u>948,428</u>	<u>995,702</u>
TOTAL CURRENT ASSETS			
NON-CURRENT ASSETS			
Property, plant and equipment		-	-
		<u>-</u>	<u>-</u>
TOTAL NON-CURRENT ASSETS			
		<u>-</u>	<u>-</u>
TOTAL ASSETS			
		948,428	995,702
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	7	69,715	65,747
Unearned income		169,207	240,000
Provisions – annual leave		22,672	19,979
Provisions – long service leave	8	121,366	120,471
		<u>382,960</u>	<u>446,197</u>
TOTAL CURRENT LIABILITIES			
NON-CURRENT LIABILITIES			
Provisions	8	-	-
		<u>-</u>	<u>-</u>
TOTAL NON-CURRENT LIABILITIES			
		<u>-</u>	<u>-</u>
TOTAL LIABILITIES			
		382,960	446,197
NET ASSETS			
		<u>565,468</u>	<u>549,505</u>
EQUITY			
Retained earnings		565,468	549,505
		<u>565,468</u>	<u>549,505</u>
TOTAL EQUITY			
		<u>565,468</u>	<u>549,505</u>

The accompanying notes form part of these financial statements

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 31 DECEMBER 2019

	Retained Earnings \$	Total \$
Balance at 1 January 2018	539,882	539,882
Surplus attributable to members	9,623	9,623
Balance at 31 December 2018	549,505	549,505
Surplus attributable to members	15,963	15,963
Balance at 31 December 2019	<u>565,468</u>	<u>565,468</u>

The accompanying notes form part of these financial statements

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2019

	NOTE	2019 \$	2018 \$
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts from members & others		677,548	815,046
Payments to suppliers & employees		(671,262)	(653,697)
Interest received		<u>10,848</u>	<u>10,477</u>
Net cash generated/(used in) from operating activities	9	17,134	171,826
CASH FLOW FROM INVESTING ACTIVITIES			
Purchase of property, plant and equipment		<u>-</u>	<u>-</u>
Net cash generated/(used in) from investing activities		-	-
<i>Net increase/(decrease) in cash held</i>		17,134	171,826
Cash at beginning of the financial year		821,449	649,623
Cash at end of the financial year	4	<u>838,583</u>	<u>821,449</u>

The accompanying notes form part of these financial statements

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial report is for the Australian Primary Principals Association Limited (the company) as an individual entity, incorporated and domiciled in Australia and is a company limited by guarantee.

Basis of Preparation

The financial report is a general-purpose financial report that has been prepared in accordance with Australian Accounting Standards - Reduced Disclosure Requirements, Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the *Australian Charities and Not-for-profits Commission Act 2012*.

Australian Accounting Standards-Reduced Disclosure Requirements set out accounting policies that the AASB has concluded would result in a financial report containing relevant and reliable information about transactions, events and conditions to which they apply. Compliance with Australian Accounting Standards-Reduced Disclosure Requirements ensures that the financial statements and notes also comply with International Financial Reporting Standards. Material accounting policies adopted in the preparation of this financial report are presented below. They have been consistently applied unless otherwise stated.

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.

Accounting Policies

(a) Income Tax

The entity has received endorsement from the Australian Taxation Office as being a registered charity and in turn has been granted exemption from income tax under Subdivision 50-B of the *Income Tax Assessment Act 1997*.

(b) Employee Benefits

Provision is made for the company's liability for employee benefits arising from services rendered by employees to the Reporting date. Employee benefits expected to be settled within one year together with benefits arising from wages, salaries and annual leave which may be settled after one year, have been measured at the amounts expected to be paid when the liability is settled. Other employee benefits payable later than one year have been measured at the net present value.

Contributions are made by the company to an employee superannuation fund and are charged as expenses when incurred.

(c) Provisions

Provisions are recognised when the company has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(d) Plant and Equipment

Each class of plant and equipment is carried at cost or fair values as indicated, less, where applicable, any accumulated depreciation and impairment losses.

Plant and Equipment

Plant and equipment are measured on the cost basis less depreciation and impairment losses. The carrying amount of plant and equipment is reviewed annually by Directors to ensure it is not in excess of the recoverable amount from these 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 been discounted to present values in determining recoverable amounts.

Plant and equipment that have been contributed at no cost, or for nominal cost are valued at the fair value of the asset at the date it is acquired.

Depreciation

The depreciable amount of all fixed assets is depreciated on a prime cost basis over the asset's useful life 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
Computer equipment including intangibles	33.3% - 50%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

Asset classes carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are included in the income statement. When revalued assets are sold, amounts included in the revaluation reserve relating to that asset are transferred to retained earnings.

(e) Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the Company becomes a party to the contractual provisions to the instrument. For financial assets, this is the date that the Company commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments (except for trade receivables) are initially measured at fair value plus transaction costs, except where the instrument is classified "at fair value through profit or loss", in which case transaction costs are expensed to profit or loss immediately.

**AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019**

NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(e) Financial Instruments (continued)

Classification and subsequent measurement

Financial instruments are subsequently measured at either fair value or amortised cost using the effective interest rate method. The subsequent measurement depends on the classification of the financial instrument as described below.

Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

Financial assets that meet the following conditions are subsequently measured at amortised cost:

- the financial asset is held within a business model whose objective is to hold financial assets in order to collect contractual cash flows; and
- the contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Financial assets that meet the following conditions are subsequently measured at fair value through other comprehensive income (FVTOCI):

- the financial asset is held within a business model whose objective is achieved by both collecting contractual cash flows and selling the financial assets; and
- the contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

By default, all other financial assets are subsequently measured at fair value through profit or loss (FVTPL).

Despite the above, the Company may make the following irrevocable election/designation at initial recognition of a financial asset:

- the Company may irrevocably elect to present subsequent changes in fair value of an equity instrument in other comprehensive income if certain criteria are met; and
- the Company may irrevocably designate a financial asset that meets the amortised cost or FVTOCI criteria as measured at FVTPL if doing so eliminates or significantly reduces an accounting mismatch.

Financial liabilities

All financial liabilities are subsequently measured at amortised cost using the effective interest method or at FVTPL.

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(e) Financial Instruments (continued)

Impairment of financial assets

The entity recognises a loss allowance for expected credit losses on financial assets that are measured at amortised cost or at FVTOCI. No impairment loss is recognised for investments in equity instruments. The amount of expected credit losses is updated at each reporting date to reflect changes in credit risk since initial recognition of the respective financial asset.

The entity recognises lifetime expected credit losses for trade receivables. The expected credit losses on these financial assets are estimated based on the entity's historical credit loss experience adjusted for factors that are specific to the debtors, general economic conditions and an assessment of both the current as well as the future direction of conditions at the reporting date, including time value of money where appropriate.

(f) Impairment of Assets

At each reporting date, the company reviews the carrying values of its tangible 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 Statement of Comprehensive Income.

Where future economic benefits of the asset are not primarily dependent upon the asset's ability to generate net cash inflows and when the entity would, if deprived of the asset, replace its remaining future economic benefits, value in use is depreciated replacement cost of an asset.

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

(g) Cash and Cash Equivalents

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

(h) Revenue

Revenue from the sale of goods is recognised upon the delivery of goods to customers.

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

Revenue from the rendering of a service is recognised upon satisfaction of performance obligations.

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

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable 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 expense. Receivables and payables in the Statement of Financial Position are shown inclusive of GST.

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

(j) Comparative Figures

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

(k) Critical Accounting Estimates and Judgements

The Directors evaluate estimates and judgements incorporated in to the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the company.

Key estimates – Impairment

The company assesses impairment at each reporting date by evaluating conditions specific to the company that may lead to impairment of assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. Fair value less costs to sell or current replacement cost calculations performed in assessing recoverable amounts incorporate a number of key estimates.

(l) Impact of new accounting standards applicable from 1 January 2019

The Directors have assessed that the impact of new accounting standards that came into effect from 1 January 2019 have not had or are unlikely to have a material impact on the company's financial statements. These standards include:

- AASB 15 - *Revenue from Contracts with Customers*;
- AASB 16 – *Leases*; and
- AASB 1058 - *Income of Not-for-Profit Entities*.

The company will apply the temporary exemption for the recognition of lease arrangements as announced by the AASB in relation to AASB 16 and 1058.

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

	NOTE	2019 \$	2018 \$
NOTE 2. REVENUE			
Other income			
PARF Meetings		21,413	-
Rebates received		-	16,399
Miscellaneous revenue		4,725	27,275
		<u>26,138</u>	<u>43,674</u>
Interest revenue		8,881	14,945
Total other income		<u>35,019</u>	<u>58,619</u>
NOTE 3. SPECIFIC COSTS INCLUDED IN OFFICE AND STAFF EXPENSES			
Office and Staff Expenses includes:			
Depreciation of non-current assets		-	-
Superannuation		16,687	15,844
NOTE 4. CASH AND CASH EQUIVALENTS			
CURRENT			
Cash at bank and term deposits		838,583	821,449
		<u>838,583</u>	<u>821,449</u>
NOTE 5. TRADE AND OTHER RECEIVABLES			
Trade receivables		21,870	11,472
Accrued revenue		2,500	79,057
Receivables from the ATO		15,481	3,730
Other receivables		69,994	59,994
		<u>109,845</u>	<u>154,253</u>
NOTE 6. OTHER CURRENT ASSETS			
Seed funding for future conferences		-	20,000
		<u>-</u>	<u>20,000</u>

AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

	2019	2018
	\$	\$
NOTE 7. TRADE AND OTHER PAYABLES		
CURRENT		
Trade creditors and accruals	-	(17)
Borrowings	13,186	20,035
Payable to the ATO	2,464	2,592
Payroll liabilities	4,065	3,137
Seed funding repayable	50,000	40,000
	<u>69,715</u>	<u>65,747</u>
NOTE 8. PROVISIONS – LONG SERVICE LEAVE		
Analysis of total provision		
Provision for Long Service Leave		
Opening balance as at 1/1/2019	120,471	117,539
Additional provision raised during the year	895	2,932
	<u>121,366</u>	<u>120,471</u>
Balance as at 31/12/2019	121,366	120,471
Current	121,366	120,471
Non-Current	-	-
	<u>121,366</u>	<u>120,471</u>
NOTE 9. CASH FLOW RECONCILIATION		
<i>Surplus for the year</i>	15,963	9,623
<i>Non-cash items</i>		
Depreciation	-	-
<i>Movement in assets and liabilities</i>		
Receivables	44,408	(59,011)
Other assets	20,000	-
Trade and other payables	3,968	39,167
Sundry payables	-	-
Unearned income	(70,793)	240,000
Provisions	3,588	2,041
	<u>17,134</u>	<u>231,820</u>

**AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019**

NOTE 10. MEMBERS' GUARANTEE

The company is incorporated under the *Australian Charities and Not-for-profits Commission Act 2012* and is a company limited by guarantee. If the company is wound up, the Constitution states that each member is required to contribute a maximum of \$2 each towards meeting any outstanding obligations of the company. At 31 December 2019 the number of members was 26.

NOTE 11. EVENTS AFTER THE BALANCE DATE

Since the year end the COVID-19 pandemic has arisen and could have significant adverse impacts on the operations of the Company in 2020. The magnitude of any impacts is not known at this stage, but there is a possibility that the issue could put significant pressure on the Company's cash flows. However, current financial modelling shows sufficient reserves to sustain operations.

NOTE 12. CONTINGENT ASSETS AND LIABILITIES

There are no contingent liabilities or assets as at 31 December 2019 which require disclosure in the financial statements.

NOTE 13. RELATED PARTY TRANSACTIONS

During the financial year the Directors did not receive any benefits other than reimbursement of travel expenses.

NOTE 14. COMPANY DETAILS

The registered office and principal place of business of this company is:

APPA National Office,
Hedley Beare Centre for Teaching and
Learning,
51 Fremantle Drive,
Stirling ACT 2611.

**AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED
(A COMPANY LIMITED BY GUARANTEE)
ACN 604 485 332**

DECLARATION BY RESPONSIBLE PERSON

The responsible persons' declare that in their opinion:

1. The financial statements and notes, as set out on pages 7 to 18:
 - (a) comply with the *Australian Charities and Not-for-profits Commission Act 2012*, Accounting Standards as described in the notes to the accounts and the Australian Charities and Not-for-profits Commission Regulations 2013; and
 - (b) give a true and fair view of the financial position as at 31 December 2019 and of the performance for the year ended on that date of the company.
2. In the Directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors' and is signed for and on behalf of the Board by:



Director:

Dated this 17th day of June 2020.



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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALIAN PRIMARY PRINCIPALS ASSOCIATION LIMITED

Report on the Audit of the Financial Report

Opinion

I have audited the financial report of Australian Primary Principals Association Limited, which comprises the statement of financial position as at 31 December 2019, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the Declaration by Responsible Person.

In my opinion the financial report of Australian Primary Principals Association Limited has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- a) giving a true and fair view of the registered entity's financial position as at 31 December 2019 and of its financial performance for the year then ended; and
- b) complying with Australian Accounting Standards and Division 60 of the Australian Charities and Not-for-profits Commission Regulation 2013.

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 Australian Primary Principals Association Limited 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 my opinion.

Other Information

The directors' are responsible for the other information. The other information comprises the information included in external reports prepared by Australian Primary Principals Association Limited and made available to members and the public, but does not include the financial report and my auditor's report thereon.

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

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

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of Directors' for the Financial Report

The directors' of Australian Primary Principals Association Limited are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the ACNC Act, and for such internal control as the directors' determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the directors' are responsible for assessing Australian Primary Principals Association Limited's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors' either intends to liquidate Australian Primary Principals Association Limited or to cease operations, or has no realistic alternative but to do so.

The directors' are responsible for overseeing Australian Primary Principals Association Limited's financial reporting process.

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 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 the financial report.

As part of an audit in accordance with the 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 Australian Primary Principals Association Limited's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Australian Primary Principals Association Limited.
- Conclude on the appropriateness of Australian Primary Principals Association Limited 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 Australian Primary Principals Association Limited'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 Australian Primary Principals Association Limited 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 Australian Primary Principals Association Limited regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including when considered necessary any significant deficiencies in internal control that I identify during my audit.

AccountAbility



Anthony Wilson
Registered Company Auditor
Canberra, ACT
17 June 2020