



Architects Board of Western Australia

Annual Report

July 2015 – June 2016

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Introduction

The Architects Board of Western Australia (Board) administers the *Architects Act 2004* (Act), the legislation that regulates architects in Western Australia. The Board's key role is to protect consumers of architectural services.

The Board manages the registration process for architects and issues licences to corporations. As part of the registration process, the Board accredits architectural courses from Western Australian universities and conducts the Architectural Practice Examination. The Board also monitors the correct use of the word "architect" (and associated words) and investigates any contraventions of the Act. The Board has a role in disciplining architects if they have acted unprofessionally or breached the Act. It also has a public awareness role that complements its consumer protection functions.

This report is prepared for submission to the Minister for Commerce in accordance with the provisions of section 28 of the Act.

Review of the *Architects Act 2004*

The Board was advised on 20 September 2012 by the then Minister of Commerce, Simon O'Brien, that the Building Commission would be commencing a review of the Act in November 2012, in accordance with section 81 of the Act.

The Building Commission released its Consultation Regulatory Impact Statement (CRIS) regarding the statutory review of the Act on 27 February 2015. The CRIS is the first major stage of the regulatory impact assessment process.

The Board's response to the CRIS was submitted to the Building Commission on 22 May 2015.

Following analysis of all submissions in response to the CRIS, a Decision Regulatory Impact Statement (DRIS) will then be prepared outlining the recommendations of the review and the Government's preferred options for implementation. There will then be an opportunity for further stakeholder consultation in relation to the proposals for change outlined in the DRIS, following which a final report of the review will be prepared and presented to Parliament, in accordance with section 81 of the Act.

Architects Board of Western Australia - Board Members and Board Meetings

The Board consists of 10 members. Four members are appointed by the Minister as consumer representatives, two members are appointed by the Minister on the nomination of professional architectural bodies, and four members are elected by architects. The Board meets once a month, excluding December. In addition to monthly Board meetings, members also participate on sub-committees, as required. Board members are paid sitting fees as determined by the Department of Premier and Cabinet.

Board members during the year are listed below:

Janet Cooper is a consumer representative Board member, appointed to the Board in 2012. Prior to starting her own business consulting practice, Jan was Executive Director, Policy and Legislation in the Department of Productivity and Labour Relations.

She has been the CEO of a public company (unlisted) and currently specialises in labour relations, negotiation and public/private sector relationship management and providing outsourced management services to industry associations, not for profit groups and small business.

Neil Cownie is an architect Board member who was elected to the Board in 2015. Neil has been a practising architect since 1994 and started his own architectural practice in 2009, specialising in residential, commercial, hospitality, interior design and urban planning projects. He is also a member of the Australian Institute of Architects.

Bob Gadsdon is a consumer representative Board member, appointed to the Board in 2008. Bob was the Director of Works and Building Services at the Department of Housing and Works. Bob is an architect who previously worked as a design architect on hospitals for 38 years and was later Manager, Health, managing the procurement of health facilities throughout Western Australia for government. Bob retired from full-time work in 2007.

Dr Sharon Ivey is a consumer representative on the Board, appointed by the Minister for Commerce in 2014. She practised as a commercial litigation solicitor in Perth for over 25 years until February 2014, working in various national and WA commercial law firms. Sharon also served as a Ministerial appointee to the Consumer Product Safety Committee (WA) for over 14 years.

Sarah McGann is an appointed Board member, appointed to the Board in 2012. Sarah is an architectural academic and researcher, registered in Ireland since 1988, with extensive practice experience. She has lectured in WA since 1996 and served as Head of Department of Architecture at Curtin University from 2009 to 2011. She has been invited to participate in national accrediting panels for Monash University, University of Sydney and as External Examiner for UWA. She is currently the Dean of Arts and Sciences at the University of Notre Dame and an Adjunct Professor at UWA.

Isla McRobbie is a consumer representative of the Board, having been appointed by the Minister for Commerce in 2011. Isla was a practising architect for 10 years before becoming a lawyer in 2001. She practices in the building, construction and infrastructure sectors and is currently a partner at law firm Jackson McDonald.

Leigh Robinson is an architect Board member and was elected to the Board in 2013. He has been a practising registered architect since 1983 and is a founding Director of Taylor Robinson which was established in 1995. Leigh was made a Fellow of the Australian Institute of Architects in 1999. He is also a member of the Executive Council of the WA Chapter of the Council of Education Facilities Planners International.

Margaret Stockton is a consumer representative Board member, appointed to the Board in 2012. Her background is in managing social work and other services in the public sector, and management advice and consulting primarily to the public and non-government sectors. Her practice provides services in evaluation, planning, policy and services development, and executive coaching. She has a long-standing interest in ensuring services meet the needs of consumers and in good governance. She has experience on professional, government and non-government Boards.

Dr John Taylor is an architect Board member, elected to the Board in 2008 and Chair of the Board from July 2014. John is an examiner for the Architectural Practice Examination. He has been practising as an architect for over 30 years, and established his own practice in 1990. John holds a Masters degree in the conservation of historic buildings from the University of York in England, a PhD from UWA, and is a Fellow of the Australian Institute of Architects.

Ante Zubac is an architect Board member who was elected to the Board in 2015. He has broad professional experience gained over 25 years practising as an architect in Croatia, the USA and Australia. Ante obtained his BArch Diploma in Architecture and Engineering from the University of Sarajevo, his Masters of Architecture from the University of Houston, Texas and a LEED AP accreditation from New York. He is registered as an architect in both New York and Western Australia. Ante runs his own architectural practice and is a passionate advocate for the architectural profession.

Board Meeting Attendances for Financial Year ended 30 June 2016

Name	Jul	Aug	Sep	Oct	Nov	Jan	Feb	Mar	Apr	May	Jun	Total
J Cooper	√	√	√	√	Ap	√	√	√	√	√	√	10/11
N Cownie	Ap	√	√	√	√	√	√	√	√	√	√	10/11
B Gadsdon	√	√	√	√	√	√	√	LA	√	√	√	10/11
S Ivey	LA	LA	LA	LA	√	√	√	√	√	√	√	7/11
S McGann	Ap	√	√	√	√	√	√	√	√	√	√	10/11
I McRobbie	√	√	Ap	√	LA	√	√	√	√	√	√	9/11
L Robinson	√	√	√	√	√	√	LA	√	√	√	√	10/11
M Stockton	√	√	√	√	√	√	√	√	√	√	√	11/11
J Taylor	Ap	√	√	√	√	√	√	√	√	√	√	10/11
A Zubac	NA	NA	√	√	√	√	√	√	√	LA	√	8/9

Ap - apology

LA – leave of absence

NA – not appointed

Architect Registration in Western Australia

Natural Persons

There are two divisions of the register, division 1 for registered persons who are currently practising architecture, and division 2 for registered persons who are not currently practising architecture in Western Australia.

On 30 June 2015, 1327 architects were on the register, of which 1105 were practising architects and 222 were non-practising architects. At the end of the year, there were 1357 architects on the register. The following alterations were made to the register:

Details	Division 1 Practising	Division 2 Non- practising	Total
Registered architects at 30 June 2015	1105	222	1327
Deletions due to resignation, removal for non-payment or deceased	- 75	- 17	- 92
Movement between divisions 1 & 2	+ 9	+ 34	+ 43
New registrations and re-registrations	+ 77	+ 2	+ 79
Registered architects at 30 June 2016	1116	241	1357

Of the 1357 registered architects, 278 are female and 1079 are male. The number of registered architects increased by 30 during the reporting period.

Corporations

Under the Act, the Board grants licences to corporations which confers on the licensee the right to practise architecture in Western Australia under the title of "architect". Licensed corporations are required to ensure all architectural work is done under the direct control and supervision of at least one registered person who is an officer or employee of the corporation.

On 30 June 2015, 255 licensed corporations were on the register. At the end of the year, there were 252 licensed corporations on the register. The following alterations were made to the register:

Details	Number
Licensed corporations at 30 June 2015	255
Ceased operations or removal for non-payment	- 10
New licences and restored licences	+ 7
Licensed corporations at 30 June 2016	252

The number of licensed corporations decreased by three during the reporting period.

Registration Requirements

Uniform standards of education and experience have been adopted by all States and Territories in Australia for registration as an architect. These are a five year Bachelor or Masters of Architecture degree from an accredited Australian university (or approved equivalent), an approved period of practical experience and successful completion of the Architectural Practice Examination.

Accredited Academic Qualifications

A national system of accreditation of architectural education courses has been adopted by all registration authorities in Australia. The accreditation of each architecture course is carried out on a five yearly basis, interspersed with interim visits to the schools of architecture to ensure that the standard of graduates is acceptable to registration authorities. In WA, the schools of architecture at Curtin University and the University of Western Australia offer accredited courses for the purposes of registration.

The Curtin University course was subject to an interim panel visit in October 2015. The Board accepted the interim panel report.

Curtin University has also implemented a new on-line Master of Architecture course for which it will be seeking accreditation. This on-line course was subject to an initial preliminary assessment panel (PAP) visit in September 2014 and a further PAP visit in November 2015. The course has not yet been accredited by the Board.

As the University of Western Australia is implementing a new Masters of Architecture course, the Board agreed to extend the current course accreditation for a further two years until 31 December 2016. An accreditation visit for the new course is to be undertaken in late 2016.

Equivalence of Qualifications

As a national system of accreditation of architectural education courses is used throughout Australia, and under licence in New Zealand, the Board considers that courses that have been accredited under the national system by that jurisdiction's registration authority are equivalent to a qualification that has been accredited by the Board.

The Board's preferred method of establishing the academic equivalence of qualifications obtained overseas was through the Review of Academic Equivalence (RAE) or Review of Graduate Equivalence (RGE) processes conducted by the Architects Accreditation Council of Australia (ACA). The RAE was the assessment of overseas qualifications through an interview process in which the interviewers examined the content of the course leading to the qualification to determine the extent to which it delivered the required competencies. The RGE was the assessment of overseas qualifications through an interview process in which the interviewers examined the content of a portfolio of work experience to determine the extent to which it delivered the required competencies.

The RAE and RGE processes were replaced by the ACA with the Overseas Qualification Assessment (OQA) process on 22 June 2015. The OQA assesses overseas qualifications through an interview process in which the interviewers examine the content of the course leading to the candidate's qualification and a portfolio of their

work to determine the extent to which the candidate meets the competencies required of a current Australian accredited architecture course.

The outcome of the RAE, RGE and OQA processes is a recommendation by AACA as to the equivalence, or not, of a qualification. The Board considers AACA's recommendation in making its decision about equivalence.

During the reporting period, five people applied for the Board's determination on the equivalence of their qualifications following completion of the RAE, RGE or OQA processes. The Board found the qualifications of all five candidates to be equivalent to an architectural education course that has been accredited by the Board under section 10(c) of the Act, which is the standard required for registration in Western Australia.

Standard of Practice

People who do not have a formal qualification in architecture or have a qualification that has been assessed as not being equivalent to an accredited qualification, but have substantial skill and experience in the architectural profession may be eligible for registration if they have attained an acceptable standard in the practice of architecture.

The Board's preferred method of establishing whether an applicant who does not have a professional qualification has attained an acceptable standard in the practice of architecture is through the National Program of Assessment (NPrA) process which is conducted by AACA. The NPrA is conducted annually and applicants are required to complete a complex architectural project in the form of a report and companion drawings. The outcome of the NPrA is a recommendation by AACA as to whether the applicant has fulfilled the requirements of the NPrA. The Board considers AACA's recommendation in making its decision about a person's standard of practice of architecture.

During the reporting period, three candidates applied for the Board's determination on their standard of practice following completion of the NPrA. The Board determined that two of those candidates had attained an acceptable standard in relation to the practice of architecture in that they had satisfied the requirements of regulation 12(a)(iii) of the *Architects Regulations 2005*, which is the standard required for registration in Western Australia.

Architectural Practice Examination

The final requirement for registration in Western Australia is the successful completion of the Architectural Practice Examination.

Two series of examinations were conducted during the reporting year (August/October 2015 and April/May 2016). A total of 77 candidates were admitted to the examination, of which 65 were successful.

The Board uses registered architects as examiners for the Architectural Practice Examination. The Board would like to thank the following architects, who were examiners for the oral interviews, and Rod Mollett who is the Board's State Convenor for the Architectural Practice Examination.

Simon Bodycoat	Kate Hislop	Jeff Roberts
Eamon Broderick	Terry Holton	Michael Spight
Gavin Broom	Laurence Lim	Kerie Tang
Bruce Callow	Nathan Limpus	John Taylor
Anthony Casella	Lara Mackintosh	Simon Venturi
Caesar D'Adamo	Helen Marchesani	Paul Wellington
Caroline Di Costa	Sally Matthews	Kieran Wong
Paul Edwards	Ron Mollett	Dean Wood
Lynnette Gardiner	John Monger	Brian Wright

Architects Accreditation Council of Australia

The AACA is recognised as the national organisation responsible for establishing, coordinating and advocating national standards for the registration of architects in Australia and for the recognition of Australian architects overseas by relevant registration authorities.

The AACA is constituted of nominees from each of the State and Territory Architects' Registration Boards in Australia. It is not a registration authority and can only make recommendations to the Boards. The Chairman and Registrar are members of AACA.

Awards and Prizes

Architects Board Award

The objective of the Architects Board Award is to recognise architects registered in Western Australia whose attitudes and personal contributions to the profession and community have enhanced public confidence in the standing of the profession and/or promoted public awareness of the profession.

The Board Award is not intended to recognise the successful career of an architect, achievement in building design or academic excellence. Rather, it is awarded to recognise special endeavours outside of those considered to be the normal business activities of an architect, which may otherwise go unrecognised.

The recipient of the Architects Board Award in 2015 was Peter Lee, who is highly regarded for his contribution to the built environment in Western Australia – a large number of the architectural projects that he has led have had a direct impact on the changing face of the State. His roles with the Committee for Perth (Reshaping Working Group), the Committee for Economic Development Australia and the Perth Local Development Assessment Panel have enabled him to contribute significantly to shaping the Perth of the future.

Peter maintains a high profile within the architecture profession and the West Australian business community, holding Board roles with FORM, Foundation Housing and Open House Perth which has assisted in the provision of welfare accommodation for some of the homeless people of Perth.

Education Prizes

The Board sponsors two student prizes - one for the University of Western Australia and one for Curtin University. The Architects Board Graduate Award is awarded to a final year student from each University, who in the opinion of the Faculty and Board is most likely to benefit from travel or further study. Each prize is valued at \$5,000.

The recipients of the Architects Board Graduate Award for 2015 were Hannah Bartlett-Wynne from the University of Western Australia and Lucia Chamizo from Curtin University.

Complaints and Offences

Complaints

The Board received one new complaint in 2015/16 alleging that an architect had acted unprofessionally. The matter is on-going.

One matter from the 2014/15 reporting period was deferred until other legal processes that were currently underway had been resolved. The matter continues to be deferred as the legal processes are still on-going.

Offences

The use of the title “architect” in Western Australia is restricted by the Act and may only be used by people who are registered with the Board. If architectural services are provided by a corporation, then the entity must be licensed with the Board.

During 2015/16, a total of eleven individuals or organisations were advised that they were in contravention of the Act by holding themselves out to be architects or offering architectural services.

Administration

Staff

Registrar	Lisa Edwards
Assistant Registrar	Veronica Candy (1 July 2015 to 29 October 2015)
Administration Officer	Olivia Merredew

Previously, the positions of Assistant Registrar and Administration Officer were part-time positions. However, following the resignation of the Assistant Registrar, Veronica Candy, that position became vacant and the position of Administration Officer became a full-time position.

Contact Details

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Disclosures and Legal Compliance

Board Remuneration

The remuneration received by Board members during the reporting period is listed below.

Position	Name	Period of Membership	Board Meetings	Other Board Activities	AACA Attendances
Chair	John Taylor	12 months	\$4,200	\$2,045	\$3,389
Deputy Chair	Leigh Robinson	12 months	\$2,840	\$568	
Member	Janet Cooper	12 months	\$2,840	\$568	
Member	Neil Cownie	12 months	\$2,837	\$568	
Member	Bob Gadsdon	12 months	\$2,840	\$1,272	
Member	Sharon Ivey	12 months	\$1,988	\$852	
Member	Sarah McGann	12 months	\$2,840	\$568	
Member	Isla McRobbie	12 months	\$2,556	\$568	
Member	Margaret Stockton	12 months	\$3,124	\$568	
Member	Ante Zubac	10 months	\$2,272	\$568	
Sub-totals:			\$28,337	\$8,145	\$3,389
TOTAL:					\$39,871

Advertising

In accordance with section 175ZE of the *Electoral Act 1907*, the Board incurred the following expenditure in advertising, market research, polling, direct mail and media advertising:

1. Total expenditure for 2015/16 was \$4,078.
2. The expenditure was incurred in the following area:
 - advertising with Sensis (i.e. advertising the services of the Board in the various directories of the Yellow Pages) - \$4,078.

Compliance with Public Sector Standards and Ethical Codes

The Public Sector Commission requires the following information to be reported under section 31 of the *Public Sector Management Act 1994*.

No compliance issues concerning the public sector standards, the Public Sector Commission's Code of Ethics or the Board's Code of Conduct arose during the reporting period 1 July 2015 to 30 June 2016.

Record Keeping Plans

At its meeting on 30 August 2012, the State Records Commission approved the Board's amended Record Keeping Plan. It also approved the continuation of the Board's Retention and Disposal Schedule.

All administrative staff have undertaken Record Keeping Awareness Training.

All new Board staff are briefed individually about the record keeping procedures of the Board and their record keeping roles and responsibilities on commencement of their employment.

Occupational Safety and Health

The Board is committed to having a workplace that is free of work-related injuries and diseases, and will assist injured workers to return to work as soon as medically appropriate.

The Board reviewed its occupational safety and health (OSH) policy during the reporting period and adopted an amended policy on 16 June 2015 which is due for review in June 2017. The OSH policy has been communicated directly with all staff members by the Registrar.

As the Board is a small organisation, any OSH issues are discussed with all staff members and resolved in an appropriate manner. All staff participate in an annual workplace hazard inspection and self-evaluation of OSH management systems.

The Board's current injury management policy was adopted on 2 July 2013 and is due for review in July 2018. The Board has a documented injury management system in place, including return to work programs, in accordance with the *Workers' Compensation and Injury Management Act 1981*. The policy and documented procedures have been communicated directly with all staff.

The Board's report of annual performance for 2015/16 is summarised below.

Measure	Actual Results		Results Against Target	
	2014-15	2015-16	Target	Comment on result
Number of fatalities	0	0	0	Achieved target
Lost time injury and/or disease incidence rate	0	0	0	Achieved target
Lost time injury and/or disease severity rate	0	0	0	Achieved target
Percentage of injured workers returned to work: (i) within 13 weeks (ii) within 26 weeks	n/a	n/a	80%	Achieved target - no workers were injured
Percentage of managers trained in occupational safety, health and injury management responsibilities	0%	0%	80%	Below target

Audited Financial Statements 2015-16

Architects Board of Western Australia

ABN: 79 638 751 988

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Architects Board of Western Australia

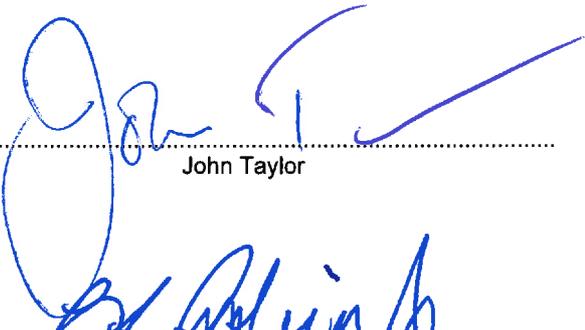
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Statement by the Board

In the opinion of the Board the financial report as set out on pages 4 to 17:

1. Presents fairly the financial position of the Architects Board of Western Australia as at 30 June 2016 and its performance for the year ended on that date in accordance with Australian Accounting Standards - Reduced Disclosure Requirements; and
2. At the date of this statement, there are reasonable grounds to believe that the Architects Board of Western Australia will be able to pay its debts as and when they fall due and payable.

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

Chairman 
John Taylor

Deputy Chairman 
Leigh Robinson

Registrar 
Lisa Edwards

Dated 23/9/16

ARCHITECTS BOARD OF WESTERN AUSTRALIA

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF THE ARCHITECTS BOARD OF WESTERN AUSTRALIA

We have audited the accompanying financial report of the Architects Board of Western Australia, which comprises the statement of financial position as at 30 June 2016, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended and notes comprising a summary of significant accounting policies and other explanatory information.

The Board's Responsibility for the Financial Report

The Board is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards – Reduced Disclosure Requirements and the *Architects Act 2004*, and for such internal control as the Board determines is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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

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

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

Opinion

In our opinion, the financial report presents fairly, in all material respects, the financial position of the Architects Board of Western Australia as at 30 June 2016, and its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards – Reduced Disclosure Requirements and the *Architects Act 2004*.



DRY KIRKNESS



B ROTHMAN
Partner

Dated: 23rd September 2016
West Perth, Western Australia

Architects Board of Western Australia

ABN: 79 638 751 988

Statement of Profit or Loss and Other Comprehensive Income

For the Year Ended 30 June 2016

		2016	2015
	Note	\$	\$
Revenue	2	474,566	487,727
Employee benefits expense		(221,936)	(231,901)
Depreciation and amortisation expense	3	(5,077)	(2,776)
Consultant fees		(14,717)	(31,030)
Examination fees		(50,311)	(55,916)
Legal fees		-	(2,760)
Prizes, certificates and Board awards		(27,241)	(23,010)
Other expenses from ordinary activities		(109,299)	(145,310)
Surplus/(Deficit) before income tax		45,985	(4,976)
Income tax expense	1(b)	-	-
Surplus/(Deficit) for the year		45,985	(4,976)
Other comprehensive income, net of tax		-	-
Total comprehensive income for the year		45,985	(4,976)

The accompanying notes form part of these financial statements.

Architects Board of Western Australia

ABN: 79 638 751 988

Statement of Financial Position

As At 30 June 2016

	Note	2016 \$	2015 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	4	603,668	549,108
Other assets		7	-
TOTAL CURRENT ASSETS		603,675	549,108
NON-CURRENT ASSETS			
Property, plant and equipment	5	10,230	15,307
TOTAL NON-CURRENT ASSETS		10,230	15,307
TOTAL ASSETS		613,905	564,415
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	6	11,851	3,627
Employee benefits	7	12,211	16,930
TOTAL CURRENT LIABILITIES		24,062	20,557
TOTAL LIABILITIES		24,062	20,557
NET ASSETS		589,843	543,858
EQUITY			
Accumulated Funds		589,843	543,858
TOTAL EQUITY		589,843	543,858

The accompanying notes form part of these financial statements.

Architects Board of Western Australia

ABN: 79 638 751 988

Statement of Changes in Equity

For the Year Ended 30 June 2016

2016

	Accumulated Funds	Total
	\$	\$
Balance at 1 July 2015	543,858	543,858
Surplus attributable to the entity	45,985	45,985
Balance at 30 June 2016	589,843	589,843

2015

	Accumulated Funds	Total
	\$	\$
Balance at 1 July 2014	548,834	548,834
Deficit attributable to the entity	(4,976)	(4,976)
Balance at 30 June 2015	543,858	543,858

The accompanying notes form part of these financial statements.

Architects Board of Western Australia

ABN: 79 638 751 988

Statement of Cash Flows

For the Year Ended 30 June 2016

	2016	2015
Note	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from registrants	459,168	467,799
Interest received	15,442	20,433
Payments to suppliers	(201,619)	(258,531)
Payments to employees	(218,431)	(263,213)
Net cash provided by/(used in) operating activities	12(b) <u>54,560</u>	<u>(33,512)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchase of property, plant and equipment	<u>-</u>	<u>(9,195)</u>
Net cash used in investing activities	<u>-</u>	<u>(9,195)</u>
Net increase/(decrease) in cash and cash equivalents held	54,560	(42,707)
Cash and cash equivalents at beginning of year	<u>549,108</u>	<u>591,815</u>
Cash and cash equivalents at end of financial year	12(a) <u><u>603,668</u></u>	<u><u>549,108</u></u>

The accompanying notes form part of these financial statements.

Architects Board of Western Australia

ABN: 79 638 751 988

Summary of Significant Accounting Policies

For the Year Ended 30 June 2016

1 Summary of Significant Accounting Policies

(a) Basis of Preparation

Architects Board of Western Australia (the 'Entity') applies Australian Accounting Standards - Reduced Disclosure Requirements as set out in AASB 1053: Application of Tiers of Australian Accounting Standards and AASB 2010-2: Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements and other applicable Australian Accounting Standards - Reduced Disclosure Requirements.

These financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards - Reduced Disclosure Requirements of the Australian Accounting Standards Board (AASB) and the requirements of the *Architects Act 2004*. The Architects Board of Western Australia is a body corporate established by an act of Parliament of Western Australia and is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions to which they apply.

Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless otherwise stated.

The financial statements, except for the cashflow information, have been prepared on an accrual basis and are based on historical costs modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

(b) Income Tax

The Board considers that the entity's operations are exempt from income tax under the provision of section 50-25 of the Income Tax Assessment Act (1997) as amended. Accordingly, no provision for tax is included in the financial statements.

(c) Plant and Equipment

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

Plant and equipment

Plant and equipment are measured on the cost basis and are therefore carried at cost less accumulated depreciation and any accumulated impairment losses. In the event the carrying amount of plant and equipment is greater than its estimated recoverable amount, the carrying amount is written down immediately to its estimated recoverable amount and impairment losses recognised in either profit or loss or as a revaluation decrease if the impairment losses relate to a revalued asset. A formal assessment of recoverable amount is made when impairment indicators are present (refer to Note 1(e) for details of impairment).

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the entity and the cost of the item can be measured reliably. All other repairs and maintenance are recognised as expenses in profit or loss during the financial period in which they are incurred.

Architects Board of Western Australia

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Summary of Significant Accounting Policies

For the Year Ended 30 June 2016

1 Summary of Significant Accounting Policies (Continued)

(c) Plant and Equipment (Continued)

Depreciation

The depreciable amount of office furniture and equipment is depreciated on a straight-line basis over the asset's useful life commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable asset are shown below:

Fixed asset class	Depreciation rate
Office Furniture and Equipment	10 - 33%
Leasehold Improvements	5 years

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at the end of each reporting period.

An asset's 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 net proceeds with the carrying amounts. These gains and losses are recognised in profit or loss in the period in which they occur.

(d) Financial instruments

Initial recognition and measurement

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

Financial instruments are initially measured at fair value plus transactions 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.

Classification and subsequent measurement

Financial instruments are subsequently measured at either fair value, amortised cost using the effective interest rate method, or cost. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as the amount at which the financial asset or financial liability is measured at initial recognition less principal repayments and any reduction for impairment, and adjusted for any cumulative amortisation of the difference between that initial amount and the maturity amount calculated using the effective interest method.

The *effective interest method* is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

Architects Board of Western Australia

ABN: 79 638 751 988

Summary of Significant Accounting Policies

For the Year Ended 30 June 2016

1 Summary of Significant Accounting Policies (Continued)

(d) Financial instruments (Continued)

(i) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

(ii) Financial liabilities

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial liability is derecognised.

Derecognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expires or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are discharged or cancelled, or have expired. The difference between the carrying amount of the financial liability, which is extinguished or transferred to another party, and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

(e) Impairment of assets

At the end of each reporting date, the entity assesses whether there is any indication that an asset may be impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (eg in accordance with the revaluation model in AASB 116). Any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other standard.

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

(f) Cash and cash equivalents

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

(g) Trade and other payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the entity during the reporting period which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability. The carrying amount of the creditors and payables is deemed to reflect their fair value.

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Summary of Significant Accounting Policies

For the Year Ended 30 June 2016

1 Summary of Significant Accounting Policies (Continued)

(h) Employee benefits

Short-term employee benefits

Provision is made for the entity's obligation for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

Other long-term employee benefits

The entity classifies employees' long service leave and annual leave entitlements as other long-term employee benefits as they are not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employee renders the related service. Provision is made for the entity's obligation for other long-term employee benefits, which are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures, and are discounted at rates determined by reference to market yields at the end of the reporting period on corporate bonds that have maturity dates that approximate the terms of the obligations. Upon measurement of obligations for other long-term employee benefits, the net change in the obligation is recognised in profit or loss classified under employee benefits expense.

The entity's obligations for long-term employee benefits are presented as non-current liabilities in the statement of financial position, except where the entity does not have an unconditional right to defer settlement for at least another 12 months after the end of the reporting period, in which case the obligations are presented as current liabilities.

(i) Leases

Lease payments for operating leases, where substantially all of the risks and benefits remain with the lessor, are charged as expenses on a straight-line basis over the life of the lease term.

(j) Revenue and other income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the entity and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable.

Revenue from rendering of a service including members' registration fees and examinations is recognised upon the delivery of the service to the customers.

Income received in advance in relation to prepaid renewal of registration fees is carried forward as a liability until expiration, at which point it is recognised as revenue.

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

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

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Summary of Significant Accounting Policies

For the Year Ended 30 June 2016

1 Summary of Significant Accounting Policies (Continued)

(k) Goods and Services Tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payable are stated inclusive of GST.

The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the statement of financial position.

(l) Comparative Amounts

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

Architects Board of Western Australia

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Notes to the Financial Statements

For the Year Ended 30 June 2016

2 Revenue and Other Income

	2016	2015
	\$	\$
Operating activities:		
- Natural person fees	296,678	298,275
- Corporation fees	114,113	117,815
- Examination fees	46,659	50,041
- Other revenue	1,674	1,163
	<u>459,124</u>	<u>467,294</u>
Non-operating activities:		
- Interest income	15,442	20,433
Total Revenue	<u><u>474,566</u></u>	<u><u>487,727</u></u>

3 Result for the Year

The result for the year includes the following specific expenses

Depreciation of plant and equipment	5,077	2,776
Rental expense on operating leases:		
- Minimum lease payments	16,542	17,852

4 Cash and cash equivalents

Cash at bank and in hand	97,437	41,182
Short-term bank deposits	506,231	507,926
	<u><u>603,668</u></u>	<u><u>549,108</u></u>

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Notes to the Financial Statements

For the Year Ended 30 June 2016

	2016	2015
	\$	\$
5 Property, plant and equipment		
Office furniture and equipment		
At cost	31,771	31,771
Accumulated depreciation	<u>(21,541)</u>	<u>(16,464)</u>
Total office furniture and equipment	<u>10,230</u>	<u>15,307</u>
Leasehold Improvements		
At cost	39,325	39,325
Accumulated depreciation	<u>(39,325)</u>	<u>(39,325)</u>
Total leasehold improvements	<u>-</u>	<u>-</u>
Total plant and equipment	<u><u>10,230</u></u>	<u><u>15,307</u></u>

(a) Movements in Carrying Amounts

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year:

	Office Furniture and Equipment	Leasehold Improvements	Total
	\$	\$	\$
Balance at the beginning of year	15,307	-	15,307
Depreciation expense	<u>(5,077)</u>	-	<u>(5,077)</u>
Balance at the end of the year	<u><u>10,230</u></u>	<u><u>-</u></u>	<u><u>10,230</u></u>

6 Trade and other payables

CURRENT

Trade payables	8,909	937
Sundry payables and accrued expenses	<u>2,942</u>	<u>2,690</u>
	<u><u>11,851</u></u>	<u><u>3,627</u></u>

(a) Financial liabilities at amortised cost classified as trade and other payables

Note

Trade and other payables:		
- total current	11,851	3,627
	<u>11,851</u>	<u>3,627</u>
Less:		
Other payables (net amount of GST payable)	<u>(3,139)</u>	<u>(782)</u>
Financial liabilities as trade and other payables	<u><u>8</u></u>	<u><u>2,845</u></u>

Architects Board of Western Australia

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Notes to the Financial Statements

For the Year Ended 30 June 2016

	2016	2015
	\$	\$
7 Employee Benefits		
CURRENT		
Provision for annual and sick leave	12,211	8,478
Provision for long service leave	-	8,452
	<u>12,211</u>	<u>16,930</u>

Provision for employee benefits represents amounts accrued for sick leave, annual leave and long service leave.

The current portion for this provision includes the total amount accrued for annual leave entitlements and the amounts accrued for long service leave entitlements that have vested due to employees having completed the required period of service. Based on past experience, the entity does not expect the full amount of annual leave or long service leave balances classified as current liabilities to be settled within the next 12 months. However, these amounts must be classified as current liabilities since the entity does not have an unconditional right to defer the settlement of these amounts in the event employees wish to use their leave entitlement.

The non-current portion of this provision includes amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service.

In calculating the present value of future cash flows in respect of long service leave, the probability of long service leave taken is based on historical data. The measurement and recognition criteria relating to employee benefits have been disclosed in Note 1(h) to this report.

8 Financial Risk Management

The entity's financial instruments consist mainly of cash at bank, short-term deposits and accounts payable.

The totals for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to these financial statements, are as follows:

	Note		
Financial Assets			
Cash and cash equivalents	4	<u>603,668</u>	549,108
Total financial assets		<u>603,668</u>	<u>549,108</u>
Financial Liabilities			
Financial liabilities at amortised cost			
Trade and other payables	6(a)	<u>8,712</u>	2,845
Total financial liabilities		<u>8,712</u>	<u>2,845</u>

Architects Board of Western Australia

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Notes to the Financial Statements

For the Year Ended 30 June 2016

	2016	2015
	\$	\$
9 Commitments		
Operating Leases		
Minimum lease payments under non-cancellable operating leases:		
- not later than one year	18,425	18,192
- later than one year	-	18,738
	<u>18,425</u>	<u>36,930</u>

The operating lease relates to premises at 33 Broadway Nedlands, Western Australia which was further extended for another 5 years from July 2012.

10 Contingencies

The entity incurs legal costs from time to time in connection with its function of investigating complaints and in some cases, conducting disciplinary proceedings. These amounts vary from case to case, and it is not possible to quantify any future amounts payable.

11 Related Party Information

Board members are entitled to receive fees for attendance at Board meetings:

Attendance fees received by Board members	<u>28,337</u>	<u>30,654</u>
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Some Board members are employed within or as directors of entities influenced by the regulatory activities of the entity, and as such these members pay registration fees.

No other related party transactions exist that require disclosure.

12 Cash Flow Information

(a) Reconciliation of cash

Cash at the end of the financial year as shown in the statement of cash flows is reconciled to items in the statement of financial position as follows:

Cash and cash equivalents	<u>603,668</u>	<u>549,108</u>
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Architects Board of Western Australia

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Notes to the Financial Statements

For the Year Ended 30 June 2016

	2016	2015
	\$	\$
12 Cash Flow Information (Continued)		
(b) Reconciliation of result for the year to cashflows from operating activities		
Reconciliation of net surplus to net cash provided by operating activities:		
Surplus/(Deficit) for the year	45,985	(4,976)
Non-cash flows in surplus:		
- depreciation	5,077	2,776
Changes in assets and liabilities:		
- (increase)/decrease in other assets	(7)	-
- increase/(decrease) in trade and other payables	8,224	(10,792)
- increase/(decrease) in employee benefits	(4,719)	(20,520)
Cashflow from operations	<u>54,560</u>	<u>(33,512)</u>

(c) The entity has no credit standby or financing facilities in place.

13 Events Occurring After the Reporting Date

The financial report was authorised for issue on 23 September 2016 by the Board.

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the entity, the results of those operations or the state of affairs of the entity in future financial years.

14 Entity Details

The principal place of business is:
33 Broadway, Nedlands Western Australia 6009

15 Segment Reporting

The entity operates as a statutory registration authority for architects in Western Australia.