

# Veterinary Practitioners Board OF NEW SOUTH WALES

30 October 2011

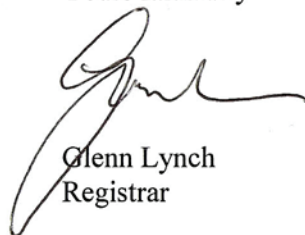
The Hon Katrina Ann Hodgkinson MP  
Minister for Primary Industries  
Level 30 Governor Macquarie Tower  
1 Farrer Place  
SYDNEY NSW 2000

Dear Ms Hodgkinson

The Annual Report for the financial year 1 July 2010 to 30 June 2011 is submitted to you pursuant to Sections 7, 8 and 9 of the Annual Reports (Statutory Bodies) Act 1984.

The Annual Report will now be printed and distributed.

Yours faithfully



Glenn Lynch  
Registrar



ABN 93 831 750 859

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Suite 7.09, 247 Coward Street, Mascot NSW 2020 Australia  
Telephone: (02) 8338 1177 Local call cost: 1300 366 653

Website: <http://www.vpb.nsw.gov.au>  
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# Report of Operations

1 July 2010 - 30 June 2011

Pursuant to Sections 8 & 9 of the  
Annual Reports (Statutory bodies) Act 1984





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# **CHARTER AND AIMS**

## **Ministerial Responsibility**

The *Veterinary Practice Act 2003* and *Regulations 2006* is within the Portfolio of the Minister for Primary Industries, the Honourable Katrina Hodgkinson MP.

## **Management Structure**

The Board is appointed by the Governor and *Section 77* of the *Veterinary Practice Act 2003* provides that the Board shall consist of 8 members.

## **Term of Office**

The appointment of all current members of the Board commenced on 1 July 2009 and expires on 30 June 2012.

## **Meetings**

The Board meetings are held monthly at Suite 7.09, 247 Coward Street Mascot NSW 2020.

## **Registrar**

Mr Glenn Lynch was appointed Registrar on 6 February 2005.

## **Charter**

The Veterinary Practitioners Board of New South Wales is constituted under *Section 76* of the *Veterinary Practice Act 2003* and is responsible for the keeping of the Register of Veterinary Practitioners registered to practise in New South Wales and for the licensing of Veterinary Hospitals. The Board also has responsibility for the regulation of the conduct of veterinary practitioners and compliance with the standards of practice of veterinary science.

## **Aims**

The Board aims to act in the interests of the welfare of animals and the public interest in ensuring that the practice of veterinary science in NSW is performed only by qualified and registered veterinary practitioners in suitable licensed premises. The Board aims to consult with other State Veterinary Boards and the Australasian Veterinary Boards Council Inc. (AVBC) and organisations representing the interests of members of the veterinary profession and users of veterinary services with a view to achieving the purposes of the *Veterinary Practice Act 2003*.

## **Access to the Board**

The office of the Board is located at Suite 7.09, 247 Coward Street Mascot NSW 2020.

The postal address of the Board is PO Box 6391 Alexandria NSW 2015.

The Registrar can be contacted in person between 9:00am and 5:00pm Monday to Friday.

**Telephone:** 02 8338 1177  
**Local Call Cost:** 1300 366 653  
**Facsimile:** 02 8338 1077  
**Email:** registrar@vpb.nsw.gov.au

## **Website**

The Board maintains and regularly updates a website at : [www.vpb.nsw.gov.au](http://www.vpb.nsw.gov.au).

The website provides details of all current registered Veterinary Practitioners, Veterinary Specialists and Licensed Veterinary Hospitals, as well as numerous Board publications.

# **MANAGEMENT AND STRUCTURE**

## **Membership of the Board and Attendance Meetings**

**1 July 2010 - 30 June 2011**

<b>NAME</b>	<b>NOMINEE</b>	<b>MEETING ATTENDANCE</b>
Dr Ruth Thomson BVSc President	Nominee of the NSW Division of Australian Veterinary Association pursuant to <i>Section 77(2)(a)(iii)</i> and appointed as President	11/11
Dr James Rodger BVSc	Nominee of the NSW Division of Australian Veterinary Association pursuant to <i>Section 77(2)(a)(i)</i>	10/11
Dr Deborah Neutze BVSc	Nominee of the NSW Division of Australian Veterinary Association pursuant to <i>Section 77(2)(a)(ii)</i>	10/11
Dr Merran Govendir BVSc	Nominee of the University of Sydney pursuant to <i>Section 77(2)(a)(iv)</i>	10/11
Dr Andrew Hansen BVSc	Nominee of the Minister pursuant to <i>Section 77(2)(b)</i>	10/11
Dr Mark Simpson BVSc	Nominee of the Minister pursuant to <i>Section 77(2)(b)</i>	10/11
Mrs Angela Haynes	Nominee of the Minister pursuant to <i>Section 77(2)(c)</i>	10/11
Mrs Christine White	Nominee of the Minister pursuant to <i>Section 77(2)(c)</i>	10/11



# **ADMINISTRATIVE STAFF AND STRUCTURE**

## **Duties of the Administrative Staff**

### **Registrar**

- Work with the Board to develop and recommend policy direction;
- Prepare Board Agenda and minutes;
- Implement decisions and policies approved by the Board;
- Assist with the preparation of reports, forecasts and budgets to present to the Board;
- Provide leadership and direction for staff of the Board;
- Administrative responsibilities relating to hospital licences;
- Monitor compliance with standards for hospital licensing;
- Provide assistance to veterinary practitioners and consumers of veterinary services;
- Assist the board and the profession in the maintenance of standards of veterinary science;
- Assist the Board, the profession and users of veterinary services regarding the resolution of complaints.

- Provide information to veterinary practitioners and consumers of veterinary services of complaint handling procedures;
- Maintain procedures for the processing of annual registration and hospital licenses;
- Co ordinate the supply of office equipment, materials and repairs.

### **Registration / Finance Officer**

- Maintain and enhance the Board's finance record keeping processes;
- Provide financial reports to the Registrar / Board;
- Assist with the Board's annual audit;
- Maintain the Board's database of registered veterinary practitioners and specialists;
- Process veterinary practitioner registrations;
- Provide administrative support to the Registrar.

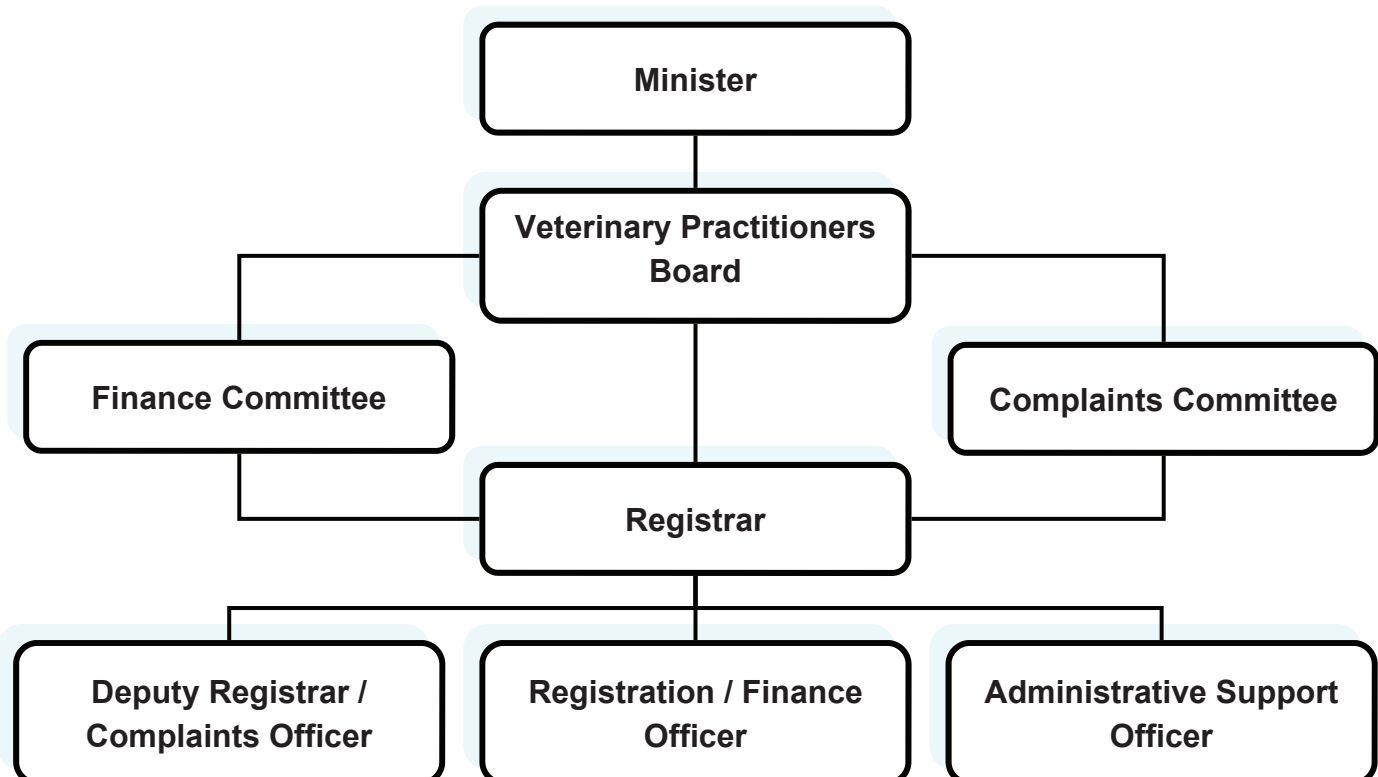
### **Deputy Registrar/Complaints Officer**

- Support the Registrar;
- Design and enhance administrative procedures;
- Assist stakeholders in understanding the legislation;
- Ensure compliance with records management standards;
- Maintain the complaints handling processes;

### **Administration Support Officer**

- Maintain and enhance the Board's information technology systems including website;
- Responsible for the annual registration payment and the annual return processes;
- Administrative responsibilities relating to hospital licensing;
- Provide technological support to the Registrar as required.

## **Administrative Structure of the Board**



# **SUMMARY REVIEW OF OPERATIONS**

## **The Register of Veterinary Practitioners**

At 30 June 2010 there were 3449 registered veterinary practitioners in New South Wales\*. There are constant changes to the number of registered practitioners.

Factors causing change are:

- Registration of new graduates;
- Registration of veterinary practitioners (local, other states and overseas);
- Requests for voluntary removal from the Register;
- The death of registered veterinary practitioners;
- Restoration to the Register of veterinary practitioners previously registered and
- Changes from Full registration to Honorary registration status.

## **The Register of Veterinary Practitioners—Full and Honorary Changes to Numbers Between 1 July 2010 and 30 June 2011**

<b>MONTH</b>	<b>NEW REG</b>	<b>RESTORED</b>	<b>REMOVED</b>	<b>DEATHS</b>
July	12	9	117	2
August	16	7	1	0
September	26	11	1	0
October	12	8	0	3
November	10	8	2	0
December	33	11	3	3
January	0	0	0	0
February	109	13	13	0
March	37	12	9	0
April	22	6	6	4
May	19	8	25	0
June	10	5	81	0
<b>TOTALS</b>	<b>306</b>	<b>98</b>	<b>258</b>	<b>12</b>

### **\*Notes**

- In 2010 –11, the Board granted 11 applications for limited registration.
- At 30 June 2011, 9 grants of limited registrations were current.
- Honorary registrants do not pay the annual registration fee.
- As at 30 June 2011, there were 397 honorary veterinary practitioners (342 in 2009-10)

## The Register of Veterinary Specialists

The Advisory Committee on Registration of Veterinary Specialists (ACRVS) is a committee of the Australasian Veterinary Boards Council Inc. The ACRVS assess applications by veterinary practitioners from all States, Territories and New Zealand for Specialist registration in specific categories and makes the appropriate recommendation to the relevant Board for registration if its criteria are met.

The ACRVS was established by the Australasian Veterinary Boards Council in 1985 to offer guidance to the State and Territory Boards as to qualification for Specialist registration in order to achieve a consistent National standard.

### Specialists Registered

1 July 2010 - 30 June 2011

REG. DATE	NAME	SPECIALIST CATEGORY
20/07/2010	Troy Donald Butt	Veterinary Surgery—Equine Surgery
20/07/2010	Martin Havlicek	Veterinary Surgery—Small Animal Surgery
20/07/2010	Michael Farrell	Veterinary Surgery—Small Animal Surgery
20/07/2010	Natalie Sui Ling Webster	Veterinary Diagnostic Imaging
12/10/2010	Angela Erica Frimberger	Veterinary Oncology
12/10/2010	Antony Stewart Moore	Veterinary Oncology
09/11/2010	Robin Joseph Wallace Bell	Equine Surgery
14/12/2010	Kelly Caruso	Veterinary Ophthalmology
15/03/2011	Marta Maria Wereszka	Equine Surgery
21/06/2011	Allan Edward Kessell	Veterinary Pathology—Anatomic Pathology

As at 30 June 2011 there were 132 registered veterinary specialists in NSW.

### Veterinary Hospitals

1 July 2010 - 30 June 2011

The *Veterinary Practice Act 2003* requires premises that perform 'major surgery' as defined, to be licensed as a veterinary hospital. There are three categories of veterinary hospital license. The Board licenses large animal, small animal and large and small animal veterinary hospitals.

A corporation must not represent itself to be a veterinary practice unless one or more veterinary practitioners has or have the controlling interest in the corporation.

The legislation requires that all licensed premises are managed by a Superintendent, who must be a registered veterinary practitioner.

LICENSED HOSPITALS	NUMBER
Small Animal Hospitals	593
Small & Large Animal Hospitals	29
Large Animal Hospitals	11

# **QUALIFICATIONS FOR REGISTRATIONS**

The Board has conducted the review of Universities that are approved for the purposes of qualifications for full registration, pursuant to *Section 21 (1) (a)* of the *Veterinary Practice Act 2003*.

Qualifications recognised by the Australasian Veterinary Boards Council Inc. (AVBC) as providing a holder with eligibility to apply for registration as a veterinary surgeon in Australia and New Zealand without further examination.

- **Accreditation Body — Veterinary Schools Accreditation Advisory Committee (VSAAC)**

A degree in Veterinary Science from any of the following: The University of Sydney; Charles Sturt University Wagga Wagga; The University of Melbourne; Murdoch University; The University of Queensland; James Cook University of Townsville; Massey University of New Zealand.

- **Accreditation Body — Australasian Veterinary Boards Council Inc (AVBC)**

Australian National Veterinary Examination Certificate (ANVE)

New Zealand National Veterinary Examination Certificate (NZNVE)

- **Accreditation Body — Royal College of Veterinary Surgeons (RCVS)**

Degree from UK—London (RCVS), Bristol, Liverpool, Glasgow, Edinburgh, Cambridge, Nottingham.

Degree (BVSc) from the University of Pretoria (Onderstepoort), South Africa.

Membership of RCVS attained by statutory examination.

- **Accreditation Body — Educational Commission for Foreign Veterinary Graduates (ECFVG)**

The examination process of the Educational Commission for Foreign Veterinary Graduates Examination conducted in Canada or USA. (Veterinarians who have passed that assessment and who are able to demonstrate satisfactory competency in English language, and who otherwise would be eligible to sit the ANVE or NZNVE).

- **Accreditation Body — European Association of Establishments for Veterinary Education (EAEVE) with AVBC**

Bachelor of Veterinary Medicine University College Dublin, graduation class of 2004 onwards

## **Graduates Recognised by the AVBC Inc. (including North American Graduates)**

The following veterinary degree qualifications have been accredited by the American Veterinary Medical Association. The Board recognises these qualifications by agreement with the AVBC Inc:

### **UNITED STATES**

- **ALABAMA** — Auburn University, Tuskegee University
- **CALIFORNIA** — University of California, Western University of Health Sciences
- **COLORADO** — Colorado State University
- **FLORIDA** — University of Florida
- **GEORGIA** — University of Georgia
- **ILLINOIS** — University of Illinois
- **INDIANA** — Purdue University
- **IOWA** — Iowa State University
- **KANSAS** — Kansas State University
- **LOUISIANA** — Louisiana State University
- **MASSACHUSETTS** — Tufts University
- **MICHIGAN** — Michigan State University
- **MINNESOTA** — University of Minnesota
- **MISSISSIPPI** — Mississippi State University
- **MISSOURI** — The University of Missouri-Columbia
- **NEW YORK** — Cornell University
- **NORTH CAROLINA** — North Carolina State University
- **OHIO** — The Ohio State University
- **OKLAHOMA** — Oklahoma State University
- **OREGON** — Oregon State University
- **PENNSYLVANIA** — University of Pennsylvania
- **TENNESSEE** — University of Tennessee
- **TEXAS** — Texas A & M University
- **VIRGINIA** — **MARYLAND** — Virginia Polytechnic Institute & State University/  
University of Maryland College Park
- **WASHINGTON** — Washington State University
- **WISCONSIN** — University of Wisconsin — Madison

### **CANADA**

- **ONTARIO** — University of Guelph, University of Toronto
- **PRINCE EDWARD ISLAND** — University of Prince Edward Island
- **QUEBEC** — Université de Montréal
- **SASKATCHEWAN** — University of Saskatchewan
- **ALBERTA** — University of Calgary

### **WEST INDIES**

- Ross University — St Kitts (graduated in 2011 or after)

### **MEXICO**

- National Autonomous University of Mexico — Mexico City (graduated in 2011 or after)

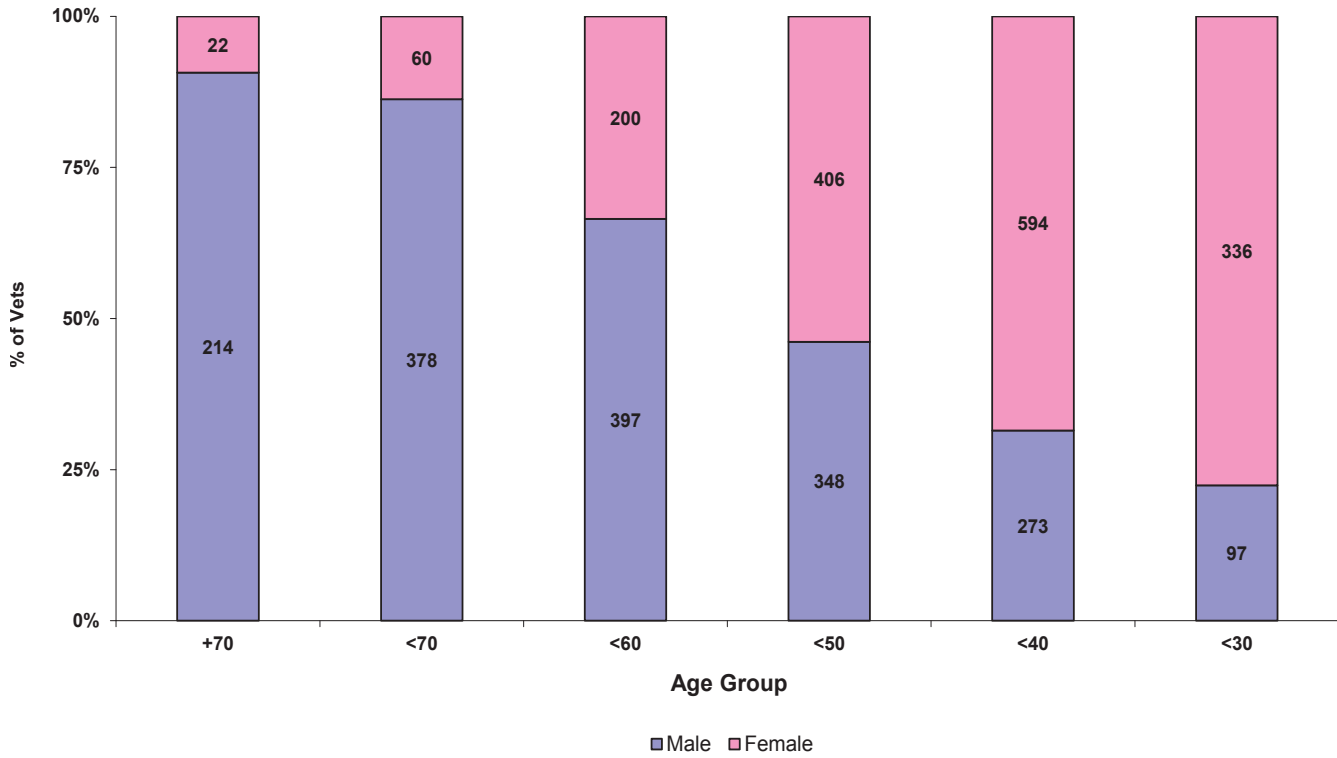
### **THE NETHERLANDS**

- State University of Utrecht

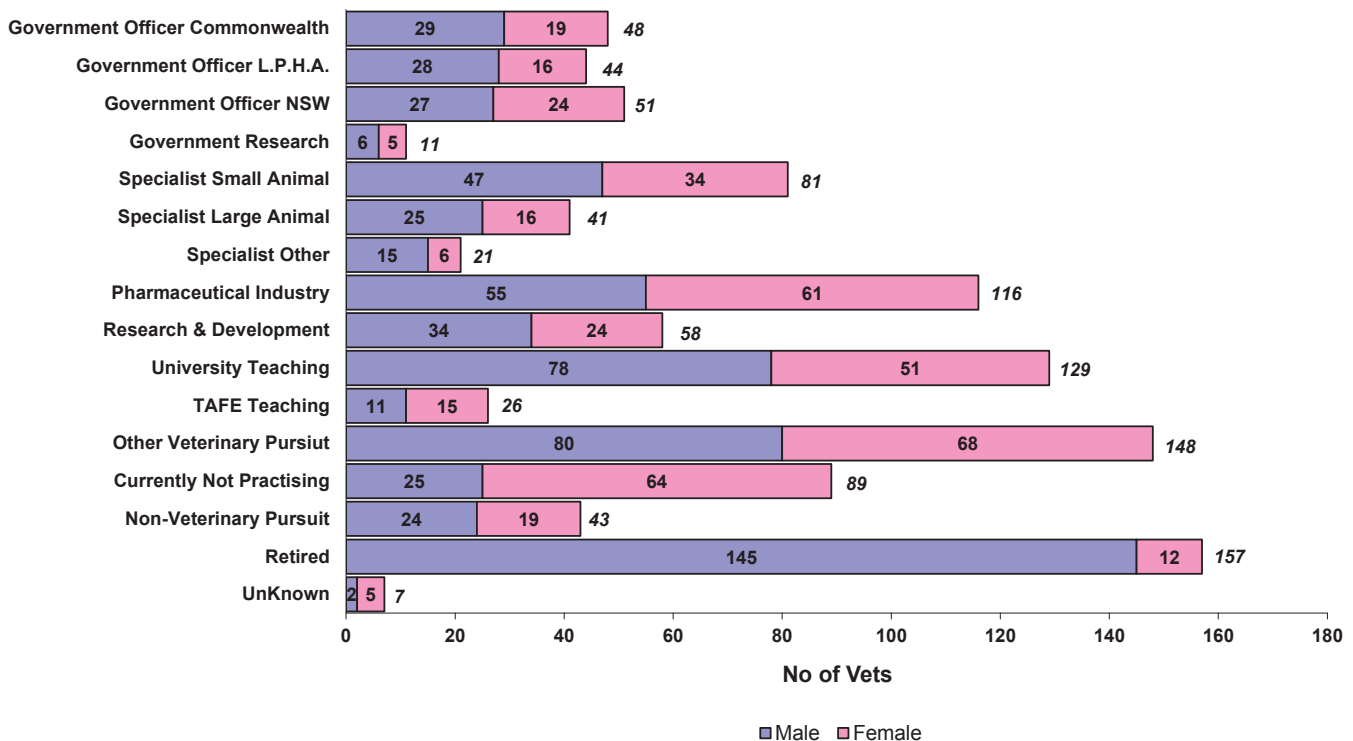
# STATISTICS

The following information has been collected by the Board and provides an interesting overview of the profession.

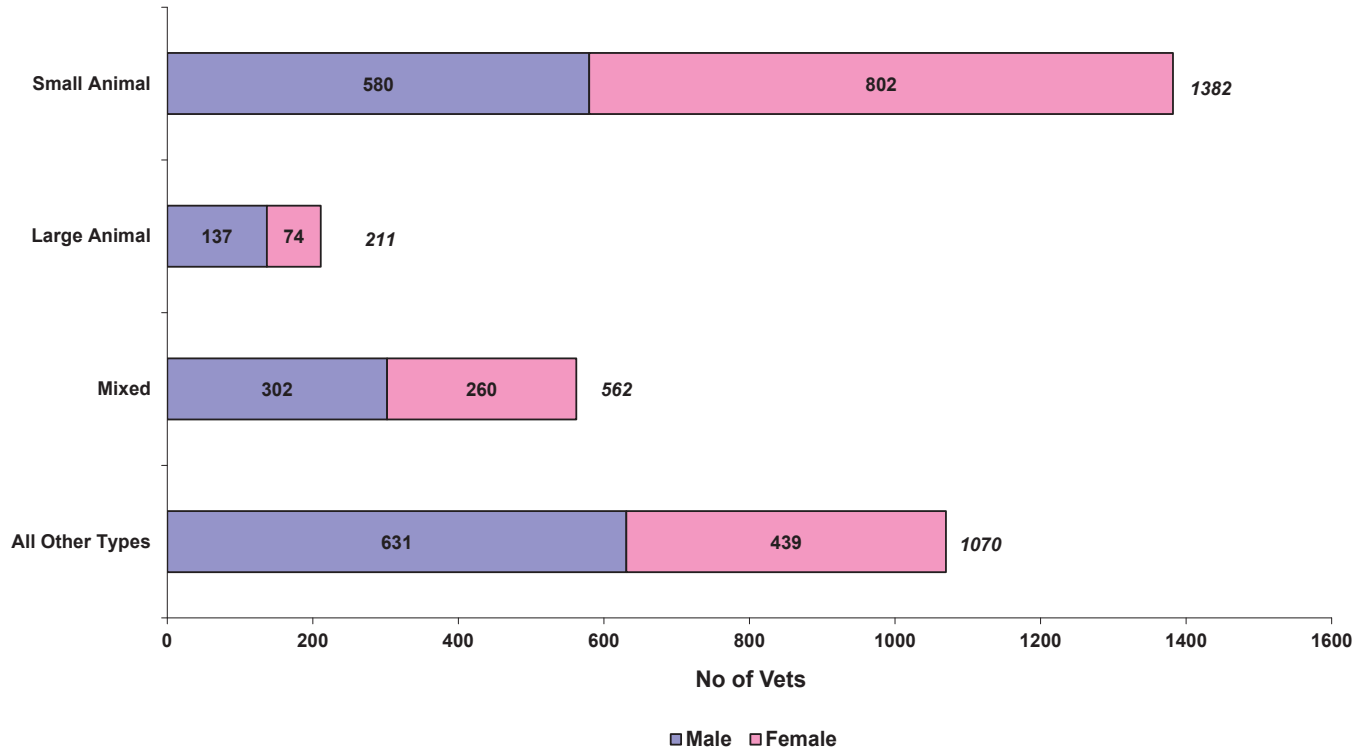
### 2010-11 Gender Trend



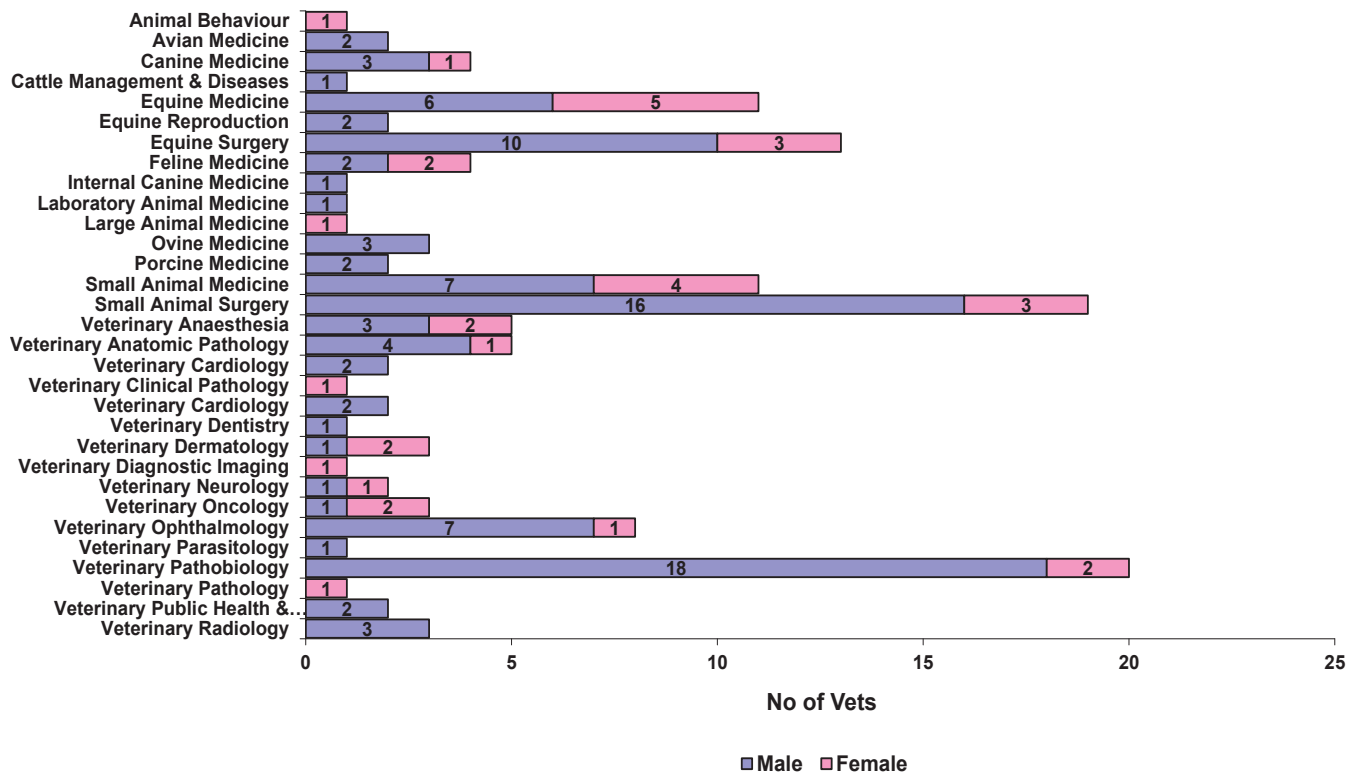
### 2010-11 Employment Types - Not in Private Practice



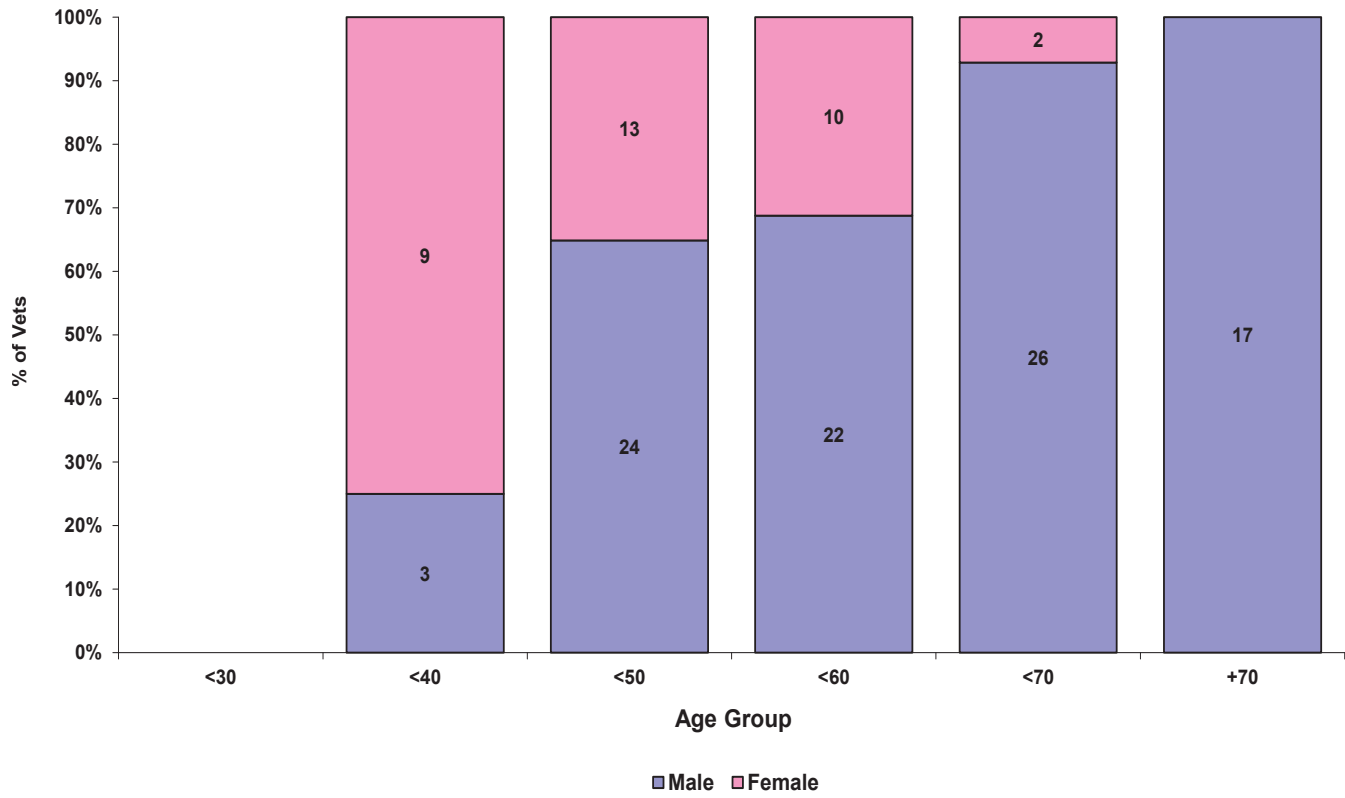
### 2010-11 Employment Types



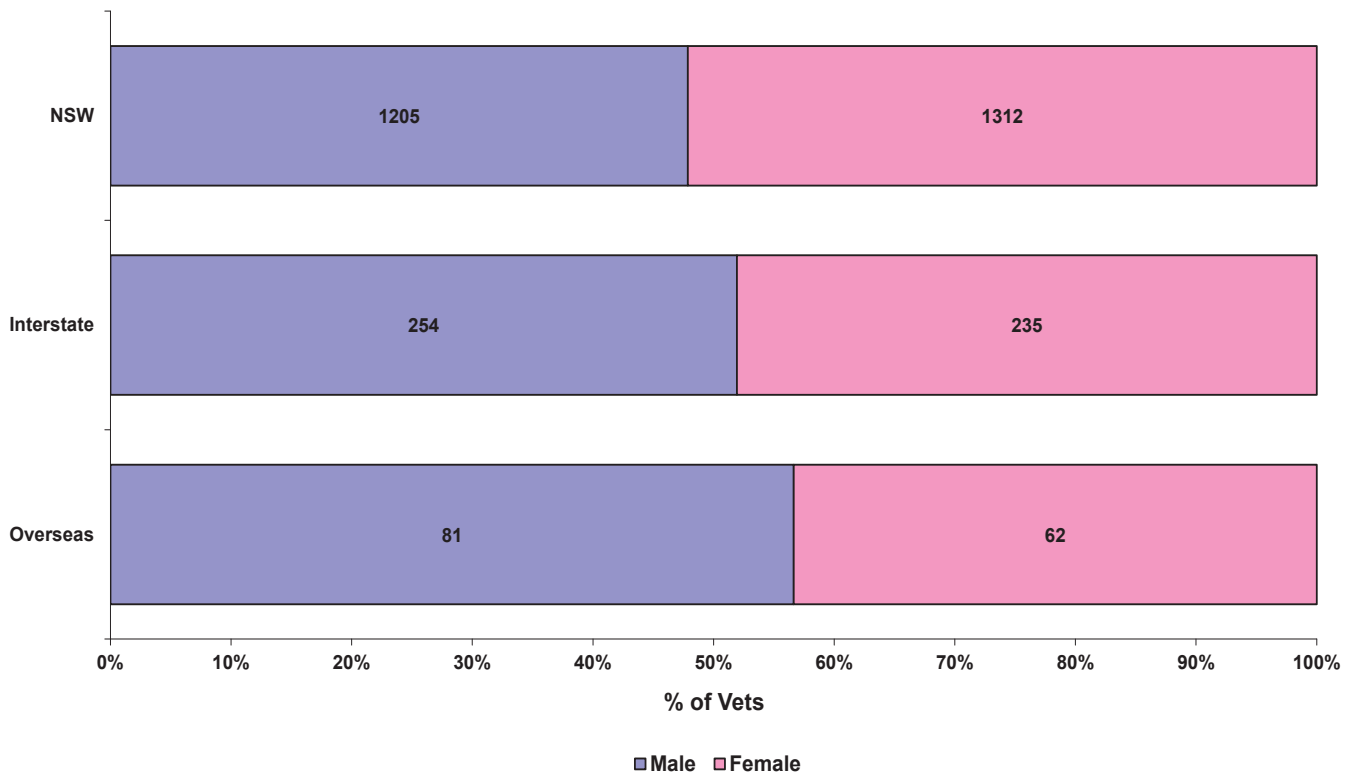
### 2010-11 Veterinary Specialisation



### 2010-11 Specialists Gender Trend



### 2010-11 Distribution of Vets

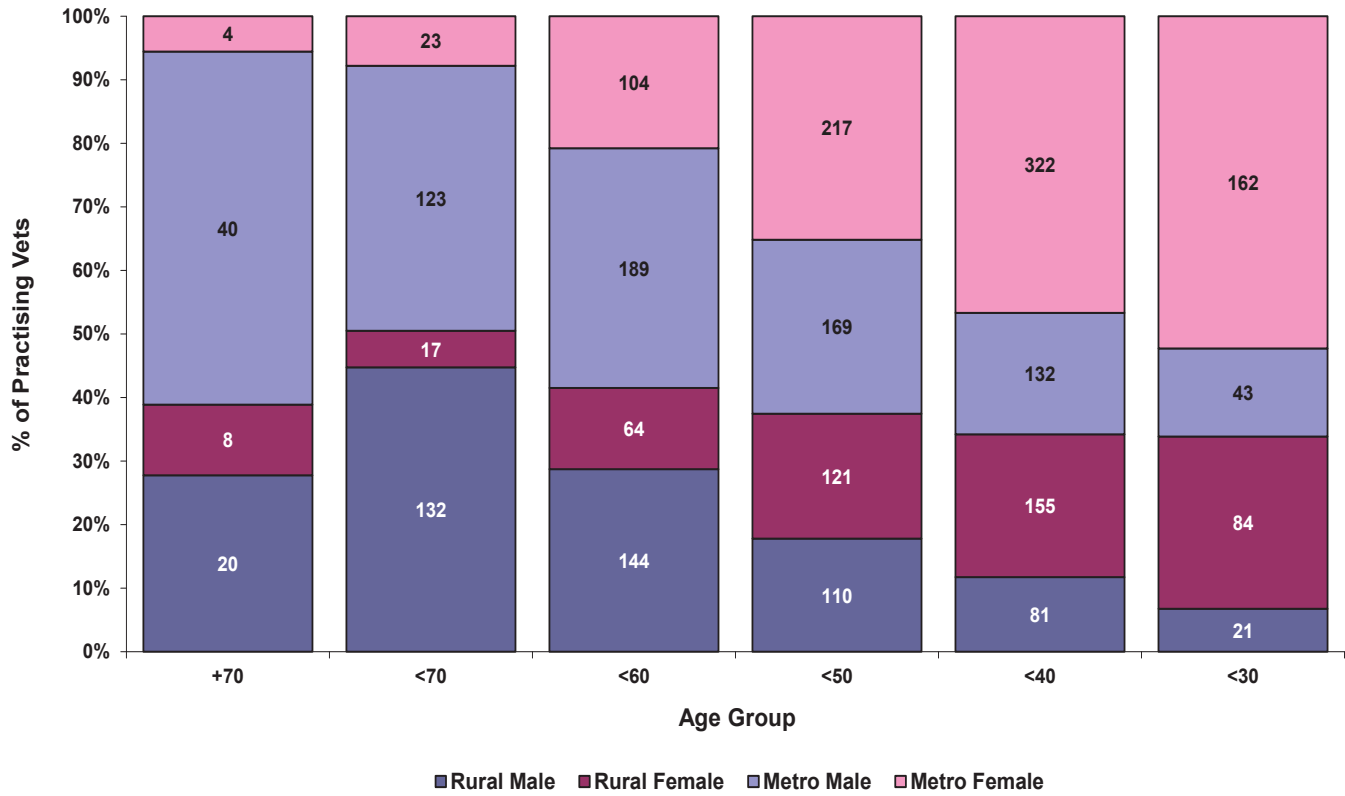




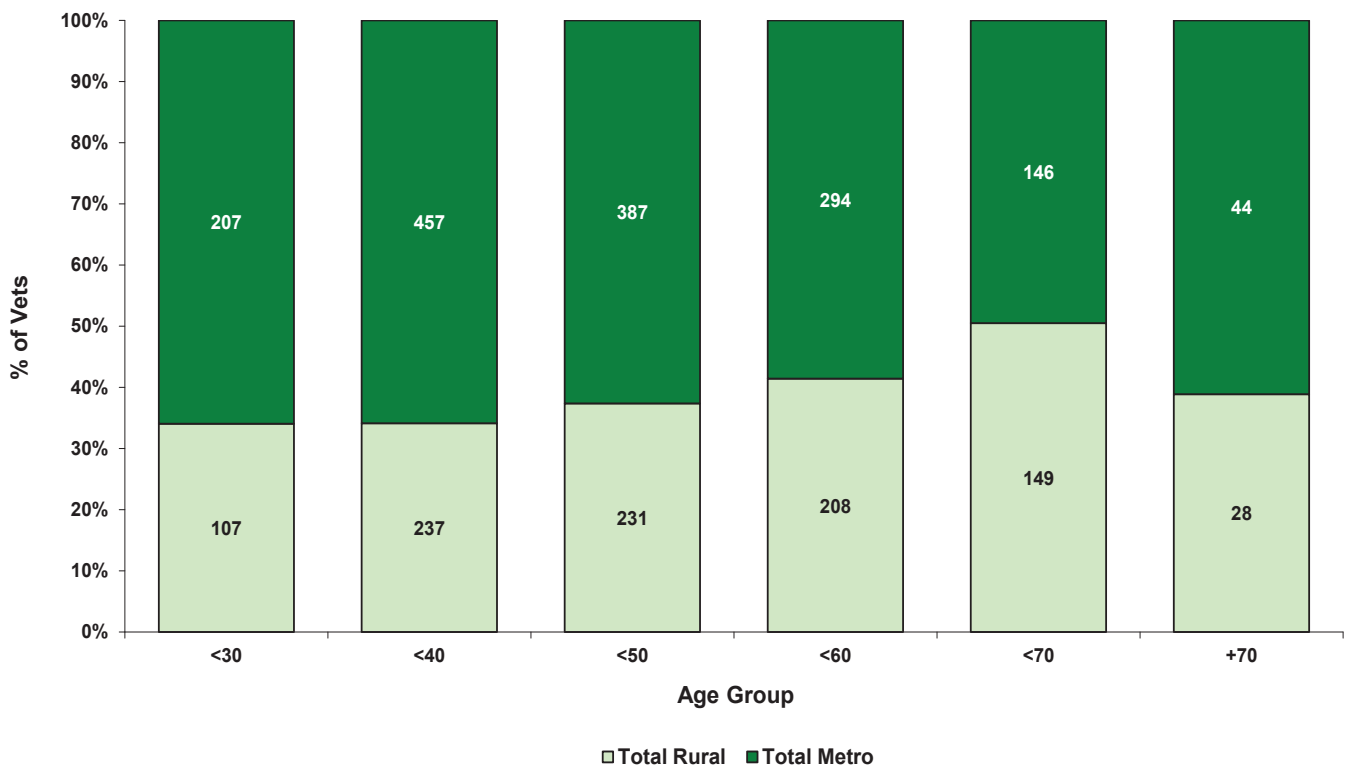
Metropolitan vets are determined from the downloaded list of post codes from Australian Post, which groups postal codes into the following “metropolitan” areas:

- Sydney and Suburbs
- Newcastle and Central Coast
- Wollongong

### 2010-11 Practising Vets - NSW Metro vs Rural Spread



### 2010-11 Rural vs Metro NSW Practising Vets Trend



# **MAIN ISSUES DEALT WITH BY THE BOARD**

## **Review of Veterinary Practice Act 2003**

Pursuant to *Section 107* of the Act, the Minister's office assembled a group to review the Act to determine whether the terms of the Act remain appropriate for securing those objectives. The Board was represented on the review group by the previous President of the Board, Dr Garth McGilvray and the Registrar, Mr Glenn Lynch.

The amendments to the *Veterinary Practice Act* passed through Parliament and commenced on 1 November 2010.

The new amendments provide for effective and appropriate administration of the Act.

## **Australasian Veterinary Boards Council Inc. (AVBC)**

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

The AVBC assesses applications from registered veterinary practitioners seeking specialist registration.

## **National Recognition of Veterinary Registration (NRVR)**

All the states and territories of Australia have agreed on the proposed model which in essence will allow a registered veterinary practitioner from one state or territory to practise in any other state or territory without the requirement to formally register in that jurisdiction.

Under the agreed model, a veterinarian would be required to register with the veterinary board of the state or territory in which they reside. This model is similar to the one adopted by the legal profession.

Legislative amendment in each state and territory will be required to bring about this change. NRVR commenced in Victoria on 1 January 2011.

NRVR will commence in NSW in the second half of 2011.

## **Continuing Professional Development (CPD)**

The *Veterinary Practice Act 2003* and the *Regulations 2006*, place a requirement on registered practitioners to submit an 'Annual Return'. Information sought in the Annual Return includes the reporting of CPD points. The Board in consultation with the AVBC and the profession have agreed on the activities, validation and points allocation model. The Board relies on its relationship with the Australian Veterinary Association (AVA) to provide guidance in regards to continuing veterinary education.

Practitioners are required to achieve 60 CPD points in their three year cycle of which at least 15 points must be structured learning.

From the previous 3 year cycle more than 95% of practitioners achieved the required CPD points. The Board continues to work cooperatively with practitioners to assist them to achieve compliance with the CPD requirements.

The Board's website provides links to various other websites providing very useful information on CPD.

The compulsory requirement to report on CPD activities provides the government and consumers of veterinary services further assurance that registered veterinary practitioners are continuing to keep abreast of developments and change within the profession.

## **Premises**

The Board leased its current premises at Suite 7.09, 247 Coward Street Mascot in August 2009.

## **Registration Fees**

Fees payable to the Board were fixed by the Minister for Primary Industries on 28 March 2006 in accordance with the *Veterinary Practice Act 2003*. The fee for annual veterinary registration remained at \$235 and the annual fee for a veterinary hospital licence remained at \$250. The Board has established a cash reserve to cover contingencies including potential legal costs associated with potential disciplinary proceedings arising out of matters referred to the Administrative Decisions Tribunal (ADT) and appeals of ADT decisions to the Supreme Court of New South Wales.

## **Website**

The Board's website is very comprehensive and includes details of the Board's operations including

relevant legislation and the complaint handling processes.

A search facility enables an on-line search of the register of veterinary practitioners, veterinary specialists and all licensed veterinary hospitals in NSW.

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

Registration fee payments and hospital licence payments are able to be paid through the Board's website, further information regarding this process can be found at 'Delivery of Electronic Services' in the Annual Report.

#### **Boardtalk**

The Board published the newsletter Boardtalk in December 2010 and May 2011. Boardtalk is sent to every NSW registered veterinarian and is available on the Board's website. The Board uses Boardtalk to educate the veterinary profession about current issues and developments affecting the functions of the Board and the regulation of the veterinary profession.

#### **Payment Accounts**

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

#### **Hendra Virus**

At the request of the Department of Primary Industries the Board distributed eight bulletins via email.

The Board has the email addresses of more than 95% of NSW registered veterinary practitioners and this form of communication allows for speedy distribution of important information.

# **FACTORS AFFECTING THE BOARD**

## **Economic Factors**

The Board is in a financially sound position and is not aware of any substantial contingent liabilities.

## **Equal Employment Opportunity**

The Board complies with Equal Employment Opportunity principles in its policies and procedures relating to employment.

## **Disability Plans**

The Board has gone to considerable expense in modifying its website to allow access to persons who are visually impaired.

Arrangements are made as required to meet the needs of those with disabilities. Staff have undertaken training in relation to needs of people with disabilities and disability awareness.

## **Consultants**

The Board did not engage any consultants at a cost in excess of \$30,000 per annum during the financial year 2010-2011.

## **Land Disposal**

The Board had developed a Property Disposal Plan. The Board does not own any real estate.

## **Disposal Authority**

The Board uses a disposal authority to identify, file, archive or dispose of all of its documents. The disposal authority was approved by State Records in NSW 2008.

## **Research and Development**

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

## **Promotion of Information about the Board**

The Board issues the following publications:

- Annual Report
- The newsletter 'Boardtalk'
- Website
- Veterinary Practitioner Guidelines

Boardtalk, the annual reports, veterinary practitioner guidelines, the *Veterinary Practice Act 2003* and *Regulations 2006* and related legislation are available

on the Board's website. A search facility for the registered practitioners, specialists and licensed veterinary hospitals is also available on the website.

## **Overseas Visits**

No overseas visits were taken by Board members or employees of the Board during the year.

## **Consumer Response**

The Board processes formal complaints of alleged professional misconduct by veterinary practitioners. Other enquiries relating to activities associated with the veterinary profession made to the Board by consumers and veterinary practitioners are dealt with by the staff of the Board and referred to the Board as required. As far as it is practicable the staff provide an immediate response by telephone, email or fax. The staff have a broad knowledge of the kinds of practical information usually required and may offer referral to more appropriate agencies. Written submissions are considered at Board meetings and the Registrar replies as directed by the Board.

## **Risk Management and Insurance Activities**

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

## **Multicultural Policies and Services Program**

The Board has been notified by the Community Relations Commission that it has been listed as meeting the requirements of the Community Relations Commission and Principles of the Multiculturalism Act 2000.

The program confirms the commitment of the Veterinary Practitioners Board to the principles of multiculturalism and reflects how services and facilities are accessible to all residents of this State. The Board applies the program equally to all people regardless of their immigration status.

The Board has implemented the Multicultural policies and services program by circulating information and providing training that will assist staff to respond effectively to multicultural services issues.

Many users of veterinary services and also veterinary practitioners themselves come from overseas countries. The Board and staff of the Board are

particularly aware that these people may require extra assistance when communicating with the Board.

### **NSW Government Action Plan for Women**

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

47% of registered veterinary practitioners are women and approximately 75% of new graduates registrants are women.

### **Delivery of Electronic Services**

The Board has introduced and maintains an electronic registration payment gateway through the Board's website. This allows veterinary practitioners to pay their annual registration fee either by credit card or BPay, whilst retaining the former procedures for payment including postage of the annual registration payment.

The Board is able to provide many other services by electronic means including the provision of forms and documents by email and the website. The Board uses email and the website extensively for communication with and the provision of information to the profession and the public. The Board members frequently exchange information electronically. The Board and its staff recognise the savings in time and costs which are achieved by the use of electronic communications and services. The use of the website by clients is a quick and efficient method of sourcing forms and searching of the databases for veterinary practitioners and hospital details. The use of the website greatly minimises administration processes allowing staff to focus on other duties.

### **Collection of Data about the Veterinary Profession**

During the year the Board collated new data and collected additional statistical information received from submission of the Annual Return (*Section 33 Veterinary Practice Act*) from registered veterinary practitioners. The Board is able to provide accurate statistical information to the Government and other stakeholders as outlined in this Annual Report.

The statistics in relation to veterinary practitioners include:

- gender
- date of birth

- employment field
- location of employment (city or rural)
- degree, and
- year and university from which the degree was obtained.

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

The Board's office staff receive and respond to queries regarding statistical information relating to veterinary practitioners and licensed veterinary hospitals in NSW.

### **Flexible Work Practices**

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

### **Records Management**

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

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

### **Occupational Health and Safety**

The Board is aware of its occupational health and safety obligations and informs staff of relevant changes. No work related injuries were reported during the year and the Board was not reported in respect of any occupational health and safety related injuries.

## **COMPLAINTS COMMITTEE**

### **Constitution and Function**

The Complaints Committee is established under *Section 49 of the Veterinary Practice Act 2003*. The three members of the Committee are Board members nominated by the Board and consist of two registered veterinary practitioners and one consumer representative. The Committee investigates complaints of alleged 'professional misconduct' and 'unsatisfactory professional conduct' made against registered veterinary practitioners.

The Committee meets up to twice a month and also maintains contact electronically.

The role of the Committee is to investigate complaints and to interview veterinary practitioners in respect of a complaint made against them. The Committee perform the administrative functions in regard to a complaint and at the conclusion of an investigation, it provides a detailed report and recommendation to the Board. The Board, at its monthly meetings, discuss the report and make the decision in accordance with *Section 47* of the Act.

The Board will only accept a complaint concerning a registered veterinary practitioner when the complaint is documented as a Statutory Declaration. The Statutory Declaration and the process of investigating a complaint is enunciated on the Board's website.

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

The *Veterinary Practice Act 2003* at *Section 47*, provides the Board with a range of options to appropriately deal with complaints regarding 'unsatisfactory professional conduct'.

Prima Facie matters regarding 'professional conduct' are referred to the NSW Administrative Decisions Tribunal (ADT) for a decision. The Board refers matters to the ADT when they are seeking a suspension or removal from the register.

### **Membership of the Complaints Committee and Attendance at Committee Meetings**

1 July 2010—30 June 2011

MEMBER	APPOINTMENT	MEETING ATTENDANCE
Dr Andrew Hansen BVSc	Registered Veterinarian Practitioner Board Member	6/6
Dr Deborah Neutze BVSc	Registered Veterinarian Practitioner Board Member	10/11
Mrs Christine White	Consumer Representative Board Member	10/11
Dr Mark Simpson BVSc	Registered Veterinarian Practitioner Board Member	5/6
Dr Ruth Thompson BVSc	Registered Veterinarian Practitioner Board Member	1/1
Mrs Angela Haynes	Consumer Representative Board Member	1/1

## New and finalised Complaints by Month

1 July 2010—30 June 2011

MONTH	NEW COMPLAINTS	FINALISED COMPLAINTS
July 2010	1	3
August 2010	6	3
September 2010	1	1
October 2010	6	3
November 2010	1	0
December 2010	4	12
January 2011	4	0
February 2011	4	1
March 2011	5	5
April 2011	3	6
May 2011	7	3
June 2011	2	2
<b>TOTALS</b>	<b>44</b>	<b>39</b>

### Overview of the Complaints Committee Investigations

During 2010/2011 the Complaints Committee investigated **forty four** new complaints and continued the investigation of the **thirteen** complaints current at 1 July 2010. **Thirty nine** complaints were finalised and at 30 June 2011 there were **eighteen** complaints current.

### Board Decisions

COMPLAINTS	DECISIONS
20	Dismissed
4	Dismissed with a Recommendation
3	Dismissed and Cautioned
5	Cautioned
1	Reprimanded
6	Withdrawn/Closed
0	Administrative Decisions Tribunal
<b>39</b>	

# **DOCTORS' HEALTH ADVISORY SERVICE (NSW) Inc**

## **Helpline for Veterinarians**

In early 1997 Dr Frank Doughty, BVSc, facilitated an arrangement with the Doctors' Health Advisory Service (DHAS) (NSW) Inc to provide confidential, personal and health related assistance to all members of the veterinary profession in NSW. The Veterinary Practitioners Board of NSW fully supports this service and is contributing towards the funding on behalf of the veterinary profession.

The DHAS (NSW) Inc was formed in 1981 and is an independent and confidential service offering advice to doctors, dentists and veterinarians and to medical, dental and veterinary students in need of help.

A dedicated telephone service is available 24 hours a day: **(02) 9437 6552**.

Calls come from practitioners themselves, their families, staff and professional colleagues.

Incoming calls are referred to one of the first call panel of senior medical practitioners, experienced in handling the health problems of colleagues and other health professionals. The caller might receive advice directly from this doctor or might be referred to one of a panel of specialists.

Extreme care is taken to maintain confidentiality. Once the caller enters into a formal doctor/patient relationship, whether with a first call panel doctor, a member of our specialist panel or another medical practitioner, then the advisory role of the DHAS is completed—DHAS is not a treatment service.

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

The DHAS (NSW) continues to be well-respected amongst professional colleagues and takes its rightful place as one of the leading health care advisory organisations in this state, if not Australia.

DHAS aim to assist veterinarians to maintain full personal, professional and social capability. If this is possible, alternatives can be explored which enable veterinarians, with appropriate support and dignity, to function in their profession.

Every doctor, dentist and veterinarian should have their own GP

Helpline: 02 9437 6552

- 24 hours -

Summary of Helpline usage by veterinarians over the past ten years										
	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011
Vet calls	9	6	7	13	6	8	3	5	21	10
Total calls	173	117	90	88	85	91	80	129	159	104

At the Annual General Meeting of DHAS in September 2011, Dr Frank Doughty was re-elected to DHAS (NSW) Management Committee.

Dr Frank Doughty BVSc PhD, DHAS (NSW) Management Committee

11 October 2011



# Financial Statements

1 July 2010 - 30 June 2011





GPO BOX 12  
Sydney NSW 2001

## INDEPENDENT AUDITOR'S REPORT

### Veterinary Practitioners Board of New South Wales

To Members of the New South Wales Parliament

I have audited the accompanying financial statements of Veterinary Practitioners Board of New South Wales (the Board), which comprises the statement of financial position as at 30 June 2011, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information.

#### Opinion

In my opinion, the financial statements:

- give a true and fair view of the financial position of the Board as at 30 June 2011, and of its financial performance for the year then ended in accordance with Australian Accounting Standards
- are in accordance with section 41B of the *Public Finance and Audit Act 1983* (the PF&A Act) and the Public Finance and Audit Regulation 2010.

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

#### The Members' Responsibility for the Financial Statements

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

#### Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial statements 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 Board's internal controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the members of the Board, as well as evaluating the overall presentation of the financial statements.

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

My opinion does *not* provide assurance:

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

#### Independence

In conducting my audit, I have complied with the independence requirements of the Australian Auditing Standards and other relevant ethical pronouncements. The PF&A Act further promotes independence by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of public sector agencies but precluding the provision of non-audit services, thus ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their role by the possibility of losing clients or income.



Peter Barnes  
Director, Financial Audit Services

18 October 2011  
SYDNEY

## VETERINARY PRACTITIONERS BOARD OF NEW SOUTH WALES

### STATEMENT BY MEMBERS OF THE BOARD

Pursuant to Section 41 (C) (1C) of the Public Finance & Audit Act, 1983, and in accordance with a resolution of the Members of the Veterinary Practitioners Board of New South Wales made on 18 October 2011, we declare on behalf of the Board that in our opinions:

1. The accompanying financial statements exhibit a true and fair view of the financial position of the Veterinary Practitioners Board of New South Wales as at 30 June 2011 and transactions for the year then ended.
2. The financial statements have been prepared in accordance with the provisions of the *Public Finance and Audit Act 1983*, *Public Finance and Audit Regulation 2010*, Australian Accounting Standards, which include Australian Accounting Interpretations, and the Treasurer's directions..

Further, there are no circumstances which would render any particulars included in the financial statements to be misleading or inaccurate.

Signed:

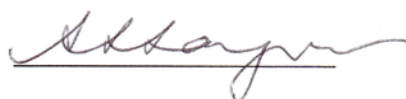


Name: Dr Ruth Thompson

Position: President

Date: 18 October 2011

Signed:



Name: Mrs Angela Haynes

Position: Board Member

Date: 18 October 2011



# Veterinary Practitioners Board of NSW

## Financial Statements

*For the year ended*

**30 June 2011**

**Suite 7.09, 247 Coward Street  
Mascot NSW 2020**

**Veterinary Practitioners Board of NSW**  
**Statement of Comprehensive Income**  
**For the Year ended 30 June 2011**

	Note	2011 \$	2010 \$
<b>Revenue</b>			
Licence & Application Fees	3(a)	881,551	845,645
Other Revenue	3(b)	108,532	13,101
Interest Income		95,206	92,669
<b>Total Revenue</b>		<b>1,085,289</b>	<b>951,415</b>
<b>Expenses</b>			
Loss on Disposal of Assets	4(a)	5,116	11,935
Employee Related Expenses	4(b)	360,095	383,902
Other Operating Expenses	4(c)	696,151	999,824
<b>Total Expenses</b>		<b>1,061,362</b>	<b>1,395,661</b>
<b>Surplus / (Deficit) for the Year</b>		<b>23,927</b>	<b>(444,246)</b>
Other Comprehensive Income for the Year		-	-
<b>Total Comprehensive Income for the Year</b>		<b>23,927</b>	<b>(444,246)</b>

*The accompanying notes form part of these financial statements.*

**Veterinary Practitioners Board of NSW**  
**Statement of Financial Position**  
**As at 30 June 2011**

	Note	2011 \$	2010 \$
<b>ASSETS</b>			
<b>Current assets</b>			
Cash & Cash Equivalents	5	2,263,119	2,205,147
Trade and Other Receivables	6	71,672	63,000
Other	7	37,259	31,832
<b>Total Current Assets</b>		<u>2,372,050</u>	<u>2,299,979</u>
<b>Non-current assets</b>			
Trade and Other Receivables	6	5,037	20,033
Plant and Equipment	8	140,878	158,870
Make Good Assets	9	3,125	4,625
<b>Total non-current assets</b>		<u>149,040</u>	<u>183,528</u>
<b>Total assets</b>		<u>2,521,090</u>	<u>2,483,507</u>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Trade and Other Payables	10	825,588	789,022
Provision for Employee Benefits	11	24,840	35,168
Other Financial Liabilities	13	7,000	7,000
<b>Total current liabilities</b>		<u>857,428</u>	<u>831,190</u>
<b>Non-current liabilities</b>			
Provision for Employee Benefits	11	22,748	28,330
Other Provisions	12	6,000	6,000
Other Financial Liabilities	13	7,583	14,583
<b>Total non-current liabilities</b>		<u>36,331</u>	<u>48,913</u>
<b>Total liabilities</b>		<u>893,759</u>	<u>880,103</u>
<b>Net assets</b>		<u>1,627,331</u>	<u>1,603,404</u>
<b>EQUITY</b>			
Accumulated Funds	15	1,627,331	1,603,404
<b>Total equity</b>		<u>1,627,331</u>	<u>1,603,404</u>

*The accompanying notes form part of these financial statements.*

**Veterinary Practitioners Board of NSW**  
**Statement of Changes in Equity**  
**For the year ended 30 June 2011**

	Notes	Accumulated Funds	Asset Revaluation Reserves	Other Reserves	Total
<b>Balance at 1 July 2010</b>		1,603,404	-	-	1,603,404
Surplus/(deficit) for the year	15	23,927	-	-	23,927
Other comprehensive income:		-	-	-	-
<b>Total other comprehensive income</b>		-	-	-	-
<b>Total comprehensive income for the year</b>	15	23,927	-	-	23,927
<b>Balance at 30 June 2011</b>		<b>1,627,331</b>	-	-	<b>1,627,331</b>
<b>Balance at 1 July 2009</b>		2,047,650	-	-	2,047,650
Surplus/(deficit) for the year	15	(444,246)	-	-	(444,246)
Other comprehensive income:		-	-	-	-
<b>Total other comprehensive income</b>		-	-	-	-
<b>Total comprehensive income for the year</b>	15	(444,246)	-	-	(444,246)
<b>Balance at 30 June 2010</b>		<b>1,603,404</b>	-	-	<b>1,603,404</b>

*The accompanying notes form part of these financial statements.*



**Veterinary Practitioners Board of NSW**  
**Statement of Cash Flow**  
**For The Year Ended 30 June 2011**

	Note	2011 \$	2010 \$
<b>Cash Flows From Operating Activities</b>			
<b>Receipts</b>			
Licence & Application Fees		909,636	873,915
Other Income		99,993	36,023
Interest Received		95,206	92,669
Other Receipt		71,386	88,134
<b>Total Receipts</b>		<b>1,176,221</b>	<b>1,090,741</b>
<b>Payments</b>			
Employee Related		373,733	371,335
Other Operating Expenses		730,385	1,070,853
<b>Total Payments</b>		<b>1,104,118</b>	<b>1,442,188</b>
Net Cash from Operating Activities	14	72,103	(351,447)
<b>Cash Flows from Investing Activities</b>			
Proceeds from Sale of Plant and Equipment		34,545	27,273
Purchase of Plant and Equipment		(48,676)	(165,535)
Net Cash Flows used in Investing Activities		(14,131)	(138,262)
Net Increase/(Decrease) in Cash Balance		57,972	(489,709)
Cash Balance At the Start of The Financial Year		2,205,147	2,694,856
<b>Cash Balance At the End of The Financial Year</b>	5	<b><u>2,263,119</u></b>	<b><u>2,205,147</u></b>

*The accompanying notes form part of these financial statement.*

**Veterinary Practitioners Board of NSW**  
**Notes to the Financial Statements**  
**For the Year ended 30th June 2011**

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**1. GENERAL**

Veterinary Practitioners Board of NSW is an independent State Government Statutory Corporation (not for profit entity) which registers Veterinary Practitioners and Veterinary Specialists, Licenses Veterinary Hospitals and investigates complaints about the practice of Veterinary Science in NSW under the *Veterinary Practice Act 2003*. The expenses of the Board are met directly from the revenue collected by the Board mainly in the form of licence and application fees.

The financial statements are authorised for issue by Dr Ruth Thompson and Dr Angela Haynes on 18 October 2011.

**2. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES**

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

- applicable Australian Accounting Standards (which include Australian Accounting Interpretations); and
- the requirements of the *Public Finance and Audit Act 1983* and Regulations;
- the NSW Public Finance and Audit Regulation 2010; and
- applicable Treasurer's Directions and Treasury Circulars.

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

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

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

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

Where necessary, comparative information has been reclassified to ensure consistent presentation with the current year.

**(a) Statement of compliance**

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

**(b) Cash & Cash Equivalents**

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

**(c) Employee Benefits and other provisions**

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

**Veterinary Practitioners Board of NSW**  
**Notes to the Financial Statements**  
**For the Year ended 30th June 2011**

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**2. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**(c) Employee Benefits and other provisions (continued)**

Wages, salaries and annual leave

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

Long service leave

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

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

Superannuation plan

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

**(d) Plant & Equipment**

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

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

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

Fair value means the amount for which an asset could be exchanged between knowledgeable, willing parties in an arm's length transaction.

Depreciation:

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

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

The useful lives used for each class of assets are:

<i>Class of Fixed Assets</i>	<i>Useful life</i>
Plant & Equipment	5 – 7 years
Computer & accessories	4 – 5 years
Motor Vehicles	8 years

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

**Veterinary Practitioners Board of NSW**  
**Notes to the Financial Statements**  
**For the Year ended 30th June 2011**

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**2. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**(d) Plant & Equipment (continued)**

Furniture & Fittings	5 – 10 years
Fit-out asset	10 years *

\* Fit-out assets are referring to building works for rental premises of 247 Coward Street Mascot NSW. The lease will be expired on July 2013 with option to renew. Veterinary Practitioners Board NSW is expected to renew the lease contract, hence 10 years is regarded as a reasonable estimate of the useful life for fit-out assets.

**(e) Impairment of Assets**

As a not-for-profit entity with no cash generating units, the Agency is effectively exempted from AASB 136 Impairment of Assets and impairment testing. This is because AASB 136 modifies the recoverable amount test to the higher of fair value less costs to sell and depreciated replacement cost. This means that, for an asset already measured at fair value, impairment can only arise if selling costs are material. Selling costs are regarded as immaterial.

**(f) Loan and receivables**

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

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

**(g) Payables**

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

**(h) Leases**

Leases that substantially transfer all the risks and benefits incidental to the ownership of a leased asset, but not the legal ownership, to the Board are classified as finance leases. Finance leases are capitalised as an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual value is brought to account. Leased assets are depreciated on a straight line basis over their estimated useful lives where it is likely that the Board will obtain ownership of the asset, or over the term of the lease. Lease payments are allocated between the lease interest expense for the period and the reduction of the lease liability. Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

**(i) Revenue Recognition**

Income in the main is derived from Veterinary Practitioners annual Roll Fees (due on 31 May for the ensuing financial year) and annual Hospital Licence fees (due on 31 May for the ensuing financial year). Payment of Roll Fees depends upon the exercise of an election to renew registration and is recognised at the date of payment. Veterinary Practitioners Roll Fees and Hospital Licence Fees which represent the fees for the period after 30th June 2011 are recognised as Unearned Revenue and recognised as a

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

**Veterinary Practitioners Board of NSW**  
**Notes to the Financial Statements**  
**For the Year ended 30th June 2011**

**2. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**(i) Revenue Recognition (continued)**

Liability because the fees are paid in respect of the next financial year. Investment revenue is recognised as it accrues.

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

**(j) Accounting for the Goods and Services Tax (GST)**

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

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

	<b>2011</b>	<b>2010</b>
	\$	\$
<b>3. REVENUES</b>		
<b>(a) Licence &amp; Application Fees</b>		
Hospital Application Fees	2,990	2,300
Hospital Licence Fees	159,450	158,335
Application Roll Registration Fees	34,845	29,900
Annual Roll Fees	661,088	628,895
Restoration Roll Fees	17,478	18,150
Restoration Roll Penalty	2,940	5,535
Limited Registration	2,760	2,530
	881,551	845,645
<b>(b) Other Revenue</b>		
Recovery Legal Fees	97,902	2,565
Fines	2,850	3,781
Letters of Professional Standing	7,155	6,210
Roll Sales	625	545
	108,532	13,101
<b>4. EXPENSES</b>		
<b>(a) Loss on Disposal of Assets</b>		
Loss on Disposal of Assets	5,116	11,935
	5,116	11,935

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

**Veterinary Practitioners Board of NSW**  
**Notes to the Financial Statements**  
**For the Year ended 30th June 2011**

	<b>2011</b>	<b>2010</b>
	\$	\$
<b>4. EXPENSES (continued)</b>		
<b>(b) Employee Related Expenses</b>		
Salaries & Wages	315,566	343,632
Superannuation – Defined Contribution Plans	29,072	26,264
Other Employee Related Expenses	15,457	14,006
	<u>360,095</u>	<u>383,902</u>
<b>(c) Other Operating Expenses</b>		
AVBC Contribution & Meeting Expenses	58,236	56,172
Auditor's Remuneration	10,000	10,000
Accounting	11,000	14,419
Bad Debts	1,000	-
Bank Charges	8,433	6,318
Board Meeting Fees & Expenses	119,092	113,981
Board Publication Expenses	14,913	19,701
Complaints Committee Expenses	276,455	499,869
Depreciation	27,007	20,648
Donations	250	-
Leases Office Equipment	240	1,392
Other Operating Expenses	34,295	39,550
Postage	23,470	16,658
Printing	1,281	2,323
Rent	58,300	117,708
Repairs & Maintenance	1,500	-
Stores	12,990	10,630
Sponsorship	25,000	50,000
Telephone	9,815	17,400
Travelling Expenses	2,874	3,055
	<u>696,151</u>	<u>999,824</u>
<b>5. CASH &amp; CASH EQUIVALENTS</b>		
Cash at Bank	733,612	458,867
Deposit - T Corp A&B	1,529,207	1,745,980
Cash - Petty Cash	300	300
	<u>2,263,119</u>	<u>2,205,147</u>

The Board has a finance facility with Westpac of \$23,000 as at 30<sup>th</sup> June 2011. The outstanding balance was Nil.

**Veterinary Practitioners Board of NSW**  
**Notes to the Financial Statements**  
**For the Year ended 30th June 2011**

	<b>2011</b>	<b>2010</b>
	\$	\$
<b>6. RECEIVABLES</b>		
<b>Current</b>		
Deposits	20,533	20,533
Sundry Debtors	-	13,863
Trade Debtors	52,139	28,604
Less Provision for Doubtful Debts	<u>(1,000)</u>	<u>-</u>
	<u>71,672</u>	<u>63,000</u>
<b>Non-Current</b>		
Trade Debtors	<u>5,037</u>	<u>20,033</u>
	<u>76,709</u>	<u>83,033</u>
<b>7. PREPAYMENTS</b>		
Prepayments	<u>37,259</u>	<u>31,832</u>
	<u>37,259</u>	<u>31,832</u>
<b>8. PLANT &amp; EQUIPMENT</b>		
At Fair Value	196,296	196,063
Less Accumulated Depreciation	<u>(55,418)</u>	<u>(37,193)</u>
Net carrying amount	<u>140,878</u>	<u>158,870</u>
Carrying amount at start of year	158,870	53,190
Additions	48,676	165,535
Disposals	(39,661)	(39,207)
Depreciation	<u>(27,007)</u>	<u>(20,648)</u>
Carrying amount at end of year	<u>140,878</u>	<u>158,870</u>
<b>9. MAKE GOOD ASSET</b>		
Make Good Assets	<u>3,125</u>	<u>4,625</u>
	<u>3,125</u>	<u>4,625</u>
<b>10. TRADE AND OTHER PAYABLES</b>		
<b>Current</b>		
Trade Creditors	6,964	-
Deferred Income	793,510	765,425
Other Current Payables	24,619	23,597
Financial Liabilities	<u>495</u>	<u>-</u>
	<u>825,588</u>	<u>789,022</u>

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

**Veterinary Practitioners Board of NSW**  
**Notes to the Financial Statements**  
**For the Year ended 30th June 2011**

	<b>2011</b>	<b>2010</b>
	\$	\$
<b>11. PROVISIONS FOR EMPLOYEE BENEFITS</b>		
<b>Current</b>		
Provision for Annual Leave	24,840	35,168
	<u>24,840</u>	<u>35,168</u>
<b>Non-Current</b>		
Provision for Long Service Leave	22,748	28,330
	<u>47,588</u>	<u>63,498</u>
 <b>12. OTHER PROVISIONS</b>		
<b>Current</b>		
Provision for Make Good	-	-
<b>Non-Current</b>		
Provision for Make Good	6,000	6,000
	<u>6,000</u>	<u>6,000</u>
 <b>13. OTHER FINANCIAL LIABILITIES</b>		
<b>Current</b>		
Lease Incentive Liability	7,000	7,000
	<u>7,000</u>	<u>7,000</u>
<b>Non-Current</b>		
Lease Incentive Liability	7,583	14,583
	<u>7,583</u>	<u>14,583</u>
 <b>14. RECONCILIATION OF CASH FLOWS FROM OPERATING ACTIVITIES TO OPERATING SURPLUS FROM ORDINARY ACTIVITIES</b>		
Net Cash used on Operating Activities	72,103	(351,447)
Increase/(Decrease) in Receivables	(6,324)	(23,013)
Increase/(Decrease) in Prepayment	5,427	(3,005)
Increase/(Decrease) in Deposit	-	6,098
Increase/(Decrease) in Make Good Assets	(1,500)	4,625
(Increase)/Decrease in Income In Advance	(28,085)	(28,270)
(Increase)/Decrease in Payables	(8,481)	27,660
(Increase)/Decrease in Provisions	15,910	(22,728)
(Increase)/Decrease in Lease Liability Incentive	7,000	(21,583)
Depreciation	(27,007)	(20,648)
Profit/(Loss) on Sales of assets	(5,116)	(11,935)
Operating Surplus/(Deficit) from Ordinary Activities	<u>23,927</u>	<u>(444,246)</u>

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



**Veterinary Practitioners Board of NSW**  
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	<b>2011</b>	<b>2010</b>
	\$	\$
<b>15. ACCUMULATED FUNDS</b>		
Accumulated funds at the beginning of the financial year	1,603,404	2,047,650
Surplus / (Deficit) for the year	23,927	(444,246)
Accumulated funds at the end of the financial year	1,627,331	1,603,404

**16. FINANCIAL INSTRUMENTS**

Financial instruments include cash, receivables and payables and are shown in the financial records at cost. All financial instruments including revenues, expenses or other cash flows arising from instruments are recognised on an accruals basis. The Board does not enter into or trade financial instruments, including derivative financial instruments, for speculative purposes.

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

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

**(a) Financial instrument categories**

<b>Financial Assets</b>	<b>Category</b>	<b>Note</b>	<b>Carrying Amount 2011</b>	<b>Carrying Amount 2010</b>
			\$	\$
<b>Class:</b>				
Cash and cash equivalent	N/A	5	2,263,119	2,205,147
Receivables (1.)	Receivables measured at amortized cost	6	76,709	69,170
<b>Financial Liabilities</b>				
		<b>Note</b>	<b>Carrying Amount 2011</b>	<b>Carrying Amount 2010</b>
			\$	\$
<b>Class:</b>				
Payables (2.)	Financial Liabilities measured at amortised cost	9	31,583	23,597

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

**Veterinary Practitioners Board of NSW**  
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**16. FINANCIAL INSTRUMENTS (continued)**

**Notes**

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

**(b) Credit Risk**

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

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

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

**Cash**

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

**Accounts Receivable – Trade Debtors**

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

The Board is not materially exposed to concentrations of credit risk to a single trade debtor or group of debtors. Most of the Department's debtors have a good credit rating. There are no debtors which are currently not past due or impaired whose terms have been renegotiated. The aging of trade debtors has been listed below:

	Total <sup>1,2</sup>	Past due but not impaired <sup>1,2</sup>	Considered impaired <sup>1,2</sup>
<b>2011</b>			
<30 days overdue	-	-	-
30 days – 90 days overdue	460	460	-
>90 days overdue	56,716	56,716	1,000
<b>2010</b>			
<30 days overdue	500	500	-
30 days – 90 days overdue	2,500	2,500	-
>90 days overdue	45,637	45,637	-

**Notes**

1. Each column in the table reports 'gross receivables'
2. The ageing analysis excludes statutory receivables.

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**16. FINANCIAL INSTRUMENTS (continued)**

**Authority Deposits**

The Board has placed funds on deposit with TCorp, which has been rated “AAA” by Standard and Poor’s. These deposits are similar to money market or bank deposits and can be placed “at call” or for a fixed term. For fixed term deposits, the interest rate payable by TCorp is negotiated initially and is fixed for the term of the deposit, while the interest rate payable on at call deposits can vary. None of these assets are past due or impaired.

	<b>2011 Carrying Amount</b>	<b>2011 Net Fair Value</b>	<b>2010 Carrying Amount</b>	<b>2010 Net Fair Value</b>
At call	1,529,207	1,529,207	1,745,980	1,745,980
Less than one year	0	0	0	0
One to five years	0	0	0	0
Greater than five years	0	0	0	0
<b>Total</b>	<b>1,529,207</b>	<b>1,529,207</b>	<b>1,745,980</b>	<b>1,745,980</b>

**(c) Liquidity Risk**

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

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

The liabilities are recognised for amounts due to be paid in the future for goods or services received, whether or not invoiced. Amounts owing to suppliers (which are unsecured) are settled in accordance with the policy set out in Treasurer’s Direction 219.01. If trade terms are not specified, payment is made no later than the end of the month following the month in which an invoice or a statement is received. Treasurer’s Direction 219.01 allows the Minister to award interest for late payment.

**(d) Market Risk**

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. The Board's exposures to market risk are primarily through interest rate risk on the Board's deposits with TCorp. The Board has no exposure to foreign currency risk and does not enter into commodity contracts. There is no effect on profit and equity due to change in risk variable as the financial instruments are held as at call value.

**Veterinary Practitioners Board of NSW**  
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**16. FINANCIAL INSTRUMENTS (continued)**

**(e) Interest rate risk**

Exposure to interest rate risk arises primarily through the Board's interest bearing liabilities. This risk is minimised by undertaking mainly fixed rate borrowings, primarily with NSW TCorp. The Department does not account for any fixed rate financial instruments at fair value through profit or loss or as available for- sale. Therefore, for these financial instruments, a change in interest rates would not affect profit or loss or equity.

**(f) Fair Value**

Financial instruments are generally recognised at cost, with the exception of the TCorp Hour-Glass facilities, which are measured at fair value. As discussed, the value of the Hour-Glass investments is based on the Department's share of the value of the underlying assets of the facility, based on the market value. All of the Hour Glass facilities are valued using 'redemption' pricing.

**(g) Fair value recognised in the statement of financial position**

The Board uses the following hierarchy for disclosing the fair value of financial instruments by valuation technique in 2011 Year:

- Level 1 - Derived from quoted prices in active markets for identical assets / liabilities.
- Level 2 - Derived from inputs other than quoted prices that are observable directly or indirectly.
- Level 3 - Derived from valuation techniques that include inputs for the asset / liability not based on observable market data (unobservable inputs)

Financial Assets at Fair Value	Level 1	Level 2	Level 3
Derivatives	-	-	-
TCorp Hour-Glass Invt Facility	-	1,529,207	-
Shares	-	-	-
Others	-	-	-
<b>Total</b>	<b>-</b>	<b>1,529,207</b>	<b>-</b>

**17. COMMITMENTS**

<b>Operating Lease Commitments:</b>	<b>2011</b>	<b>2010</b>
	<b>\$</b>	<b>\$</b>
Less than one year	80,933	78,379
Later than one year and not later than five years	90,573	171,507
<b>Total (include GST)</b>	<b>171,506</b>	<b>249,886</b>

The Board leases property under a non-cancellable operating lease. The lease contract will be expired on July 2013 and provide the Board with the right of renewal at which time all terms are renegotiated. Lease payments comprise a base amount plus incremental contingent liability. Contingent rentals are based on either movements in the Consumer Price Index or operating criteria. The above amount includes \$15,591 GST.

**Veterinary Practitioners Board of NSW**  
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**18. CONTINGENTS**

**(a) Contingent Assets**

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

**(b) Contingent Liabilities**

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

**19. AUSTRALIAN ACCOUNTING STANDARDS ISSUED BUT NOT YET EFFECTIVE**

We have reviewed the new Australian Accounting Standard. The new Australian Accounting Standard issued but not yet effective does not have material impact on the Board financial statements.

**20: EVENT SUBSEQUENT TO BALANCE DATE**

On 11 August 2011, The Board applied to the Administrative Decisions Tribunal of NSW in relation to a disciplinary finding of the Board against one practitioner. The costs are yet to be formally assessed and at balance date can't be reliably quantified in relation to either matter.

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

**END OF AUDITED FINANCIAL STATEMENTS**





