

ANNUAL REPORT 2020

SPECIALIST CENTRE FOR FOODS, TOURISM, HOSPITALITY AND EVENTS



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Vision, Mission and Values

Vision

To be the first choice educational provider for foods, tourism, hospitality and events in Australia and internationally across locations in which we operate.

Mission

To deliver the highest quality specialist skills and educational programs to inspire and empower our students whilst adding value to our industry across all sectors and engaging with our diverse communities.

Strategic Priorities 2010 to 2020

- Enhance program flexibility
- Broaden our scope, integration and specialisations
- Develop and expand international partnerships
- Develop a national operating network
- Become a recognised part of higher education
- Develop an applied research capability
- Invest in facilities and infrastructure

Strategic Plan 2018–2020

William Angliss Institute's Strategic Plan 2018 - 2020 seeks to support:

Educational Excellence:

Providing educational leadership as a provider of choice offering global skills, educational quality and teaching excellence.

Enhanced Student Experiences:

Committed to creating accessible, supportive, adventurous and career enhancing experiences for students.

Partnerships:

Partnerships with industry, government and the community foster a hub for skills, knowledge and educational exchange.

International Development:

Expanding our international education opportunities both on and off-shore.

Innovation:

An innovative, creative and agile organisation.

Sustainability:

An efficient and effective sustainable organisation.

Institute Values

Personal Responsibility:

Accountable, responsive, with integrity, respect and impartiality and acknowledging human rights

Inspiration:

Passionate, stimulating and optimistic

Empowerment:

Nurturing, encouragement and challenging

Community:

Sharing, partnership and connections

Expertise:

Leadership, innovation and industry practice

Responsible Body's Declaration

In accordance with the *Financial Management Act 1994*, the Standing Directions, the Instructions, applicable Australian Accounting Standards and Financial Reporting Directions.

I am pleased to present William Angliss Institute's Annual Report for the year ending 31 December 2020.



Nicholas Hunt
Chief Executive Officer
22 February 2021

About William Angliss Institute

Celebrating 80 Years

William Angliss Institute was founded in Melbourne on 14 December 1939, with the first educational delivery commencing on 18 September 1940. During 2020, the Institute celebrated its 80th anniversary. With a clear purpose and vision, William Angliss Institute has been providing quality skills, education and training across our fields of specialisation for 80 years.

As Australia's largest specialist centre for foods, tourism, hospitality and events education and training, the Institute operates locally and internationally, delivering industry-focused training from youth learning and half-day programs through to Bachelor and Master degrees, from traditional pub hospitality to five-star customer service, from on-campus to the workplace and remote sites.



Programs

Within its specialisations, the Institute offers a full complement of programs from Vocational Education and Training delivered to Secondary School Students (VET DSS) through to Certificate, Diploma, Degree and Master programs. Detailed below are the breadth of programs within our specialist focus which demonstrates the growing and changing demands of the Industry.

These programs are offered through various modes of delivery that can include wholly campus-based, wholly enterprise and workplace based and many variations in between. In addition, the Institute continues to develop program offerings internationally. The nature of these programs can vary from accredited programs to broader project development work with industry, governments and development-aid agencies.

In 2020 the Institute's programs were delivered to over 9,473 students at its Melbourne, Sydney, Singapore and off-shore campuses, as well as various workplaces in Australia and off-shore. The 11,111 enrolments in 2020 comprised local and international students based on campus or participating in workplace training.

The Institute provides training in the following specialist sectors:

Foods

- Commercial Cookery
- Meat Processing
- Baking
- Patisserie
- Food Science and Technology
- Culinary Management
- Food Studies
- Food Systems and Gastronomy

Tourism

- Eco Tourism
- Tourism Marketing
- Travel
- Travel and Tourism Management
- Aviation (Cabin Crew)

Hospitality

- Resort and Hotel Management
- Tourism and Hospitality Management
- Hospitality Management
- Hospitality (Angliss International Hotel School)

Events

- Event Management

Locations

Along with the main campus in the centre of Melbourne, William Angliss Institute also delivered training direct to industry partners through the Sydney campus and offices in Queensland, South Australia, Western Australia and the Northern Territory.

The Institute has three partnerships and one joint venture in China, one partnership in Sri Lanka, one partnership in Vietnam and a Tourism Continuing Education and Training (CET) Centre in Singapore, supporting an international delivery platform.

Board Chair's Report



Dr Anne Astin AM, PSM
Board Chair

On behalf of the William Angliss Institute Board I am pleased to present the 2020 Annual Report for William Angliss Institute.

2020 marked the occasion of William Angliss Institute's 80th anniversary. When the William Angliss Food Trade School opened in Melbourne on 18 September 1940 it presented an opportunity "that at last the food industry in Australia would have the same opportunities as Europe and USA"¹. This outlook of opportunity holds true 80 years later. William Angliss Institute continues to offer opportunity to both industry and individuals seeking new skills or additional skills and knowledge to support career goals and business success.

A series of celebrations involving industry, the community, alumni and staff had been planned throughout the year to mark this significant occasion. As it transpired, 2020 became a year of extraordinary disruption and great challenge as we all were required to quickly adapt and change to circumstances presented through the COVID-19 pandemic.

Not seen in our lifetime, these changes necessitated swift pragmatic responses centred on the safety and wellbeing of our Institute community as well as the importance of continued student participation and engagement, including access to support services and hardship relief.

Remote access educational delivery unfolded across our operations as the impact of the pandemic spread. Commencing in China in January, the impact was felt in Singapore in February and in Australia and Sri Lanka in March 2020. In Melbourne, the hard lock-down from 5 August to 26 October 2020 presented challenges for our practical programs which has resulted in the requirement to offer a Summer School for Professional Cookery and Patisserie students commencing 12 January 2021.

Such substantial operational changes were only possible with the commitment of our team, strength in planning and delivery, flexibility in thinking and ongoing support from Government.

The Institute has continued to fulfil its strategic objectives within our current Strategic Plan. During the year, the Board developed strategic priorities for 2021-2023. These priorities are framed around educational excellence, the student experience and navigating a path of recovery as we work through the continuing significant impacts of the COVID-19 pandemic.

State Government support has enabled the Institute to stay focused on student participation and wellbeing. I would like to acknowledge and thank the Minister for Training and Skills and Minister for Higher Education, The Hon. Gayle Tierney MP, her team and staff at the Department of Education and Training for their ongoing support during an extraordinary year.

More than ever before, our student success has taken a total team effort in 2020, requiring an unparalleled commitment and continued resilience from everyone connected to William Angliss Institute. Thank you sincerely one and all.

Looking to the year ahead, the indications are that industry recovery is taking its first steps and skills across our specialisation are once again in demand creating essential opportunities for all of our graduates.

A handwritten signature in black ink, appearing to read "Dr Anne Astin AM, PSM".

Dr Anne Astin AM, PSM
Board Chair
22 February 2021

¹ William Angliss College, *The first fifty years*, Kathy Nunn, 1990

CEO's Report



Mr Nicholas Hunt
Chief Executive Officer

What a year to celebrate 80 years of skill and educational development for individuals and businesses across the foods, tourism, hospitality and events industries in Victoria, Australia and internationally.

Due to the COVID-19 pandemic the response necessary to support students through the various operating restrictions has necessitated a full team effort committed to supporting student engagement and success.

Within this Annual Report the Institute provides a summary of the many activities across a breadth of programs spanning vocational education, higher education, short specialised interest or compliance that were conducted during 2020. It is particularly pleasing that across our benchmark surveys² the Institute has improved satisfaction ratings across six of ten indicators. Two of note are:

- 81.1% of students stated that they would recommend William Angliss Institute
- 86.3% of employers stated that they would recommend William Angliss Institute

More than ever before, in 2020 William Angliss Institute remains aligned to its founding principles and continues to be firmly focused on the student experience culminating in employment and finding a career within our areas of specialisation or the service industry more broadly.

Many virtual events gave students and graduates the opportunities to build their knowledge of foods, tourism, hospitality and events through masterclasses and tours including: industry guest speaker events in tourism and events, a range of Alumni panels and the Young Chefs panel.

Student services that support transition to employment remain a core element of the service offer at the Institute. Further support in relation to student wellbeing and learning services have continued to be highly valued by our students.

The introduction of the COVID-19 Care Hub program has meant many of our international students who could not return home were able to be supported.

The expansion of these important services is only possible with the assistance of the Community Services Funding from the Victorian Government .

Looking forward, the signs of industry recovery have been extremely positive. The COVID-19 pandemic has identified the extent of businesses and individuals that are directly involved in or rely on the foods, tourism, hospitality and events industries. The community's experience through restrictions implemented during the year has established a new regard for experiences and services offered by these industries. For the Institute, the strong demand for skills, as business adjusts to the mid-pandemic operating environment, is a positive sign and one that is watched closely by our current and future students.

During the year the Institute Board has maintained a strong focus on our core business, strategy, risk and the path to recovery. Aply led by our Board Chair, Dr Anne Astin, the Board has offered an invaluable sounding board and steady support as we navigated the unprecedented challenges of 2020 and plan for the continuing challenges presenting in 2021.

I commend and thank our staff for their continued endurance in 2020 and as we look to the future.

A handwritten signature in black ink, appearing to read 'N. Hunt'.

Mr Nicholas Hunt
Chief Executive Officer
22 February 2021

² William Angliss Institute of TAFE (3045) 2020 RTO Performance Summary Report, Department of Education and Training, Victoria, 2020

Activities and Achievements

Comment on COVID-19 pandemic and post COVID-19 recovery

Since January 2020, the world has been coming to terms with the spread and impact of the COVID-19 pandemic. For William Angliss Institute the first adjustments to operations began in China in late January. Progressively, Singapore, Sri Lanka and then the Australian operations were impacted. Metropolitan Melbourne, the operational headquarters for William Angliss Institute, has been working through operating restrictions. In responding to the COVID-19 pandemic, the Institute's Business Continuity Plan (BCP) Crisis Management Team (CMT) was activated on 13 March 2020. On 16 March 2020, the Premier of Victoria declared a State of Emergency.

As the operating environment settled, William Angliss Institute transitioned to a business-as-usual operational footing and the BCP-CMT was stood down on 24 April 2020. On 8 July 2020, Victoria was returned to Stage Three restrictions. On 13 July 2020, the BCP-CMT was re-activated. For Metropolitan Melbourne, Stage Four restrictions were announced on 2 August 2020: on the same day a State of Disaster was declared for Victoria. Management continues to work through the challenges of COVID-19. Since late March 2020 all theory classes have been provided through remote learning for the full academic year. All practical classes were suspended on 5 August 2020 for a period of 12 weeks, a first in the Institute's 80 year history. There has been and will continue to be a significant impact on William Angliss Institute's student intake from our three major cohorts: local students, international students unable to arrive in Australia and workplace-based skills development with the foods tourism, hospitality and event businesses devastated by COVID-19 trading restrictions.

Operating through the COVID-19 pandemic has tested and challenged every point of Institute operations. Operationally the educational challenges have been met through a strong response and direct shift to remote access delivery. Looking ahead, the benefits of focusing face to face delivery on key points within each program and maximising the utility of our practical classrooms, student learning spaces and student support services will need to be part of our educational delivery design looking ahead.

Student and staff mobility has been a part of the Institute's educational experience and program offerings. The extent to which these areas will be impacted in the future is unknown. This uncertainty and associated risk to the Institute has been identified, assessed and reflected in our risk register across cause, current controls and risk treatments. It will form an ongoing aspect of our planning considerations.

There has been a devastating impact to the industry across foods, tourism, hospitality and events due to the extensive bushfires closely followed by the COVID-19 pandemic. Our students in workplace-based training, our fee-for-service delivery and all students working or with work placements in industry have been significantly impacted. Future international on-shore student enrolments will be subject to travel restrictions.

Financially, during the 2020, the COVID-19 pandemic had a material impact on the operations of the Consolidated Group which were mitigated through government funding assistance and internal measures to improve profitability.

Financial forecasts show operating revenue may deteriorate further pending the ongoing impacts of the COVID-19 pandemic. Industry restrictions, student mobility and a flow-on pipe-line effect will combine to potentially make 2021 even more challenging for William Angliss Institute than 2020.

A Specialist Education Provider

William Angliss Institute is Australia's largest specialist centre for foods, tourism, hospitality and events. The Institute offers diverse programs within our specialisation, spanning the spectrum of vocational and higher education, ensuring students have access to specialist teaching staff, high quality facilities and industry opportunities. In the local market, the Institute continues to be regarded as the premier training provider and educator with exceptional industry reach. The 2020 Registered Training Organisation Survey results show that 81% of students and 86% of employers would recommend William Angliss Institute. Industry experiences support a smooth transition to employment, which is a central focus of the Institute's programs.

William Angliss Institute's educational delivery team is driven by the Institute's first strategic priority of 'Educational Excellence'. The impact of the COVID-19 pandemic in 2020 necessitated the team to move to an online delivery mode for all programs and courses. The Institute's culture of putting student learning first and collaborative, solution-focused working groups of teachers meant innovative pedagogies were implemented across the Institute. This ensured that the Institute's student cohort received a quality learning and teaching experience and were nurtured throughout the lock down periods of the pandemic.

COVID-19 prompted the transition to online delivery for all theoretical classes from mid-March with minimal disruption to students and staff. The collaboration of staff to move to online was a significant step. Staff developed a share network for resources, instigated a systematic professional development regime, formal and informal collaboration sessions.

The increased transition to online and blended delivery also led to innovation in the area of content creation without forsaking the Institute's connection with industry. Online workshops were developed in the Patisserie and Cookery areas, streaming workshops with standout content such as cooking with indigenous ingredients, sourdough bread-making and noodle-making. Student engagement was maintained through a range of initiatives such as online cooking competitions.

The Events students managed industry virtual events with their clients in alignment with emerging industry practices and the Tourism students hosted a series of virtual industry network sessions. As restrictions eased, Tour Guiding students explored regional areas and the Aviation students successfully completed their cabin crew practical assessments at Tullamarine Ansett training facilities.

To coincide with William Angliss Institute's 80th birthday



Mark-Anthony Bani, Victorian representative competing in the World Skills Australia National Championship in Restaurant Service 2021

To coincide with William Angliss Institute's 80th birthday celebrations, the Hospitality and Angliss International Hotel School students selected botanicals from the Institute's indigenous rain garden and partnered with Little Lon Gin Distillery to create 'The Gin Apprentice' gin, to mark the celebrations.

In addition, 2020 saw the first students received into Bachelor studies at the Sydney campus.

Students were front of mind and several 'town hall' information sessions were held to update students on the Institute response to COVID-19, answer questions and provide an opportunity to be heard.

During the year some innovative practices such as virtual walking tours through Melbourne, an increase in guest speakers, the implementation of masterclasses as co-curriculum, where industry offered masterclasses, including food and wine matching, and students would use the events to complete assessments. Practical classes were delivered at home where students received a delivery of wines for wine tasting classes, tables, flatware and cutlery for food and beverage operations. Cookery demonstrations and Butchery, Patisserie and Baking, technique and plating were filmed weekly and provided to students. Students were provided an opportunity to participate in practical catch-up sessions once restrictions eased.

Industry Competitions, Events and Awards

The Institute supports competitions and activities, encouraging excellence amongst students and within industry. During the year, the Institute hosted, supported and participated in a number of key competitions and events for the foods and hospitality industries.

These included the inaugural Melbourne Cocktail Festival, Fonterra Proud to be a Chef Competitions, Nestlé Golden Chef's Hat Award National and Regional Cooking Competition and the Food Science and Technology Student Product Launch.

In 2020 William Angliss Institute was recognised as an education partner at the World Association of Chefs Societies which offers support to the chef and cookery student community internationally.

Community and Industry Engagement

This year resulted in new challenges and subsequent achievements in engaging with alumni, industry and current students. Key events evolved into virtual programming, delivering new opportunities and flexibility to engage with the global William Angliss Institute community. Industry representatives connected with the Institute through our annual careers events, including the Speed Networking Event, Faculty of Higher Education Mentoring Program, Virtual Careers Conversations Fair and other academic guest speaking opportunities.

Significant recruitment activity by the Institute was paused during the pandemic due to state lock-downs. Nevertheless, industry representatives from Fed Square, Sheraton Grand Mirage Resort Port Douglas, Koko Black, InterContinental Hotels Group, Calibre Feasts, Pan Pacific Hotels Group and Hilton Hotels connected with current students through the Virtual Careers Conversation Fair in August 2020. Direct student-employer conversations provided invaluable insight on the recruitment journey during uncertain times and created sustainable work experiences.

Institute Alumni participation increased on a global scale across panel events and masterclasses, providing insight and expert opinion across the foods, tourism, hospitality and events landscapes. A range of alumni panels were held to celebrate diversity in the workplace (International Women's Day Panel), entrepreneurship (Young Chefs Alumni Panel) and the future of experience industries (Alumni Industry Panel: What's Next). In addition to professional insights, seven alumni chefs were engaged to demonstrate culinary dishes in an inaugural Around the World Masterclass Series.

The Institute celebrated NAIDOC Week with a series of activities supporting First Nations people with guidance from the Institute's Koori Liaison Officer. These activities included an Indigenous Cooking Masterclass with Angliss Alumnus Samuel May, an *In My Blood It Runs* watch party and an Indigenous Dance Workshop with Indigenous Outreach Programs (IOP) Hip Hop Crew.

William Angliss Institute held a range of activities to engage prospective students, including the annual Open Day, course information sessions, the Angliss Experiences School Holiday Program and Trial-a-Trade events in Melbourne and Sydney.

Skills and Jobs Centre

The Skills and Jobs Centre (SJC) is the first point of contact for prospective students, unemployed workers requiring support and workers seeking to upskill or reskill. The SJC is also active in engaging the broader community including Learn Locals, Local Learning and Employment Networks (LLEN), not-for-profit organisations and schools. The SJC provided course advice, career advice and referrals to over 300 individuals throughout 2020. During COVID-19, the SJC adapted quickly to online service delivery and developed four job-readiness workshops to support job seekers.

In early 2020, the SJC and Learn Local Westgate Community Initiatives Group (WCIG) formed a partnership to help students needing stronger foundation skills to gain entry to vocational courses. Seven students started in the first group in April and six have been successful in their applications for TAFE courses. Seven students started in the second group in August and will be directed to complete the Literacy & Numeracy re-assessment in readiness for vocational study at William Angliss Institute in 2021.

Foundation and Scholarships

The William Angliss Institute Foundation and William Angliss Institute provide educational opportunities and financial assistance that recognises academic merit and supports disadvantaged students in achieving their career ambitions.

The Foundation was established in recognition of the pioneering work in the areas of hospitality and foods by the late Sir William Charles Angliss. During 2020, 55 scholarships and bursaries were provided with funds totalling \$128,000 being disbursed.

In 2020, the following scholarships were offered:

- The Sir William Angliss VET Scholarship (VIC and NSW) - for domestic VET students commencing or continuing in any study area
- The Sir William Angliss Higher Education Scholarships (VIC) - for domestic Higher Education students commencing or continuing in any study area
- The Sir William Angliss Aboriginal and Torres Strait Islander Scholarship (VIC/NSW) - for Aboriginal or Torres Strait Islander students commencing or continuing in any study area
- The Sir William Angliss International Merit Scholarships (VIC/NSW) - for international students continuing in any study area
- The Memorial Fund Scholarship (VIC/NSW) - for international students continuing in any study area
- Nestlé Golden Chefs Hat Scholarship (VIC) - for domestic and international students commencing or continuing in Commercial Cookery
- Nestlé Golden Chefs Hat Scholarship (NSW) - for domestic and international students commencing or continuing in Commercial Cookery

- The Medical Alliance International Merit Scholarship (VIC) - for international students commencing or continuing in any study area
- The Medical Alliance Scholarship (VIC) - for domestic students commencing or continuing in any study area
- The Hostplus Indigenous Scholarship (VIC) - for Aboriginal or Torres Strait Islander students commencing or continuing in the foods or hospitality area
- The Hostplus 3 Star Scholarship (VIC) - for domestic students continuing in the foods or hospitality areas
- The Bulla Scholarship (VIC) - for domestic students continuing in Baking or Patisserie courses
- The Anchor FP Merit Scholarship (VIC) - for domestic students continuing in Certificate IV in Commercial Cookery

Partnerships

William Angliss Institute values its industry partners and has developed a partnership framework that provides an opportunity for organisations to add their support to our educational programs for the benefit of our students. Our major partners in 2020 included: Anchor Food Professionals (Fonterra), Hostplus, Nestlé Professional, Peerless, Robot Coupe, Cacao Barry, Worksmith, Bulla and Dilmah.

The Institute gratefully acknowledges the support industry associations, companies and organisations have provided by means of product, equipment, sponsorship, technical and curriculum support.

Support Services

William Angliss Institute's Support Services – Disability Support Services, Wellbeing and Counselling Services and Learning Advisors – provide students with an opportunity to enhance their capacity to achieve success in an accessible, welcoming environment. The extent of these services is made possible through the valued contribution of Skills First TAFE Community Service funding.

Disability Support Services provides disability support to students with diagnosed disability, medical or mental health conditions to provide equitable access to learning, facilities and services at the Institute. In 2020, 93 students registered for disability support for disabilities, medical or mental health conditions, compared with 145 students in 2019.

A total of 71 of these students received in-class support, exam support or individual study support in the Access Hub, compared with 105 students receiving these services in 2019. Notable is the increase in the overall percentage of registered students who required more individual support in 2020 compared with previous years which increased from 72% in 2019 to 76% in 2020. This was due to difficulties expressed in coping with online learning.

The Wellbeing Officer provided 99 intake appointments and 31 wellbeing consultations. The Senior Counsellor, Intern

Counsellors and Casual Counsellor provided approximately 342 counselling sessions. This compares to 87 wellbeing consultations and 518 counselling sessions in 2019.

Learning Advisors continued to provide expert advice and support regarding language, literacy, numeracy, academic and IT skills during the COVID-19 restrictions. Students accessed services remotely via Zoom, phone and email and a skeleton on campus service was provided where possible. Learning Advisors also offered an increased number of in-class workshops (via Zoom) and facilitated regular English conversation sessions.

International Highlights

International Students in Australia

The COVID-19 pandemic has had significant impact on the international students studying at William Angliss Institute and for those wishing to commence their studies in Australia. Despite the reduction in student commencements after March 2020, enrolments in 2020 have been encouraging, with 1,574 international students enrolled across Melbourne and Sydney campuses. Following the introduction of COVID-19 travel restrictions, over 100 students cancelled their studies, 80 deferred their studies and over 160 students returned home and continued their studies remotely.

The Institute provided a wide range of support for international students experiencing hardship throughout the year under the auspices of the COVID Care Hub. Support included administering and distributing the Victorian Government International Student Emergency Relief Fund, directing students to financial aid, distributing emergency food packs through a Food Hub, providing free take home meals and food vouchers and the provision of counselling and individual contact phone calls to students in need.

The Institute continues to uphold a reputation for excellence in recruiting high-quality students, shown by maintaining the lowest possible 'evidence level' with the Department of Home Affairs in Australia – an indicator of the high-integrity recruitment practices that align with the Australian Government's visa and immigration policy.

The Institute secured a seven year renewal of its CRICOS registration through TEQSA – the maximum possible registration duration.

Global Collaborations

In Singapore, William Angliss Institute commenced online delivery of our Singaporean and Australian qualifications from February 2020 due to COVID-19, ensuring a smooth continuity of learning meeting varying client and student educational needs.

The Institute remains focused on continuing strong industry partnerships in Singapore, such as the Singapore Grand Prix (SGP). This event was not held in 2020 due to COVID-19 complications. Other industry-related courses have been slow to return after the COVID-19 lock-down. Other large industry training partners include: Hanbaobao (McDonalds) Restaurants,

Singapore Discovery Centre, Singapore SportsHub, Scoot Airlines, AETOS Singapore, The Arts House and the Singapore Tourism Board.

In a challenging year, China enrolments have remained steady. All programs have been delivered remotely online in 2020. China operations have responded effectively to this challenge with students successfully completing units as planned. Our partner campuses have been very supportive and have worked closely with the Institute to maintain the quality of programs.

In 2020, the Institute's partnership with the Colombo Academy of Hospitality Management (CAHM) continued to flourish despite the impacts of COVID-19. Increasing numbers of Sri Lankan students continued to take advantage of the academic pathways to further their studies and attain a degree at the Melbourne campus.

The Institute continued to work closely with TAFE Directors Australia, to support a Vocational Education Capacity Building project in Georgia and continued collaboration on a project with the Council on Latin America Relations (COALAR) in Brazil, Chile, Columbia and Peru.

2020 was a challenging year for our skills assessment services delivered under Deed with Trades Recognition Australia. There was an increase this year in the number of cooks, chefs, bakers and pastry cooks already in Australia who sought skills assessment as part of the process of extending their stay here to fill skills shortages in those industry sectors. Due to travel restrictions, there was a reduction in the number of culinary professional residents outside Australia making applications. In the latter part of the year, a resurgence in interest was evident, which augurs well for 2021.

William Angliss Institute has continued to work closely with our strategic partner Van Lang University (VLU) in Vietnam. The Van Lang University hospitality school project is progressing well with VLU currently working with designers and William Angliss Institute to develop detailed designs for the layout of a new facility. This 18,000m² building located in Ho Chi Minh City will be the premier hospitality training facility in the ASEAN region and aligns with the Institute's high quality and standards. William Angliss Institute has also been working with Saigon Tourist Hospitality College to develop skills assessment and pathway programs to further study at William Angliss Institute in Australia. This is an exciting project with a well-respected and quality education provider.



William Angliss Institute's 2020 March Graduation.

Educational Qualifications and Delivery

As part of our continuous improvement strategy to incorporate greater blended contact and online learning, our international campuses have continued updating their Australian qualification resources and commenced utilising our Learning Management System (Moodle) for delivery, assessments and student management operations. This process commenced in Singapore in February 2020, Sri Lanka in August 2020, as well as in China throughout the year.

Overseas Operations

Nature of Strategic and Operational Risks

The William Angliss Institute Strategic Plan identifies the priority of developing and expanding international partnerships. The Institute recognises the inherent risks associated with off-shore activity and these risks have been identified as part of the Institute's Risk Management Plan. Individual Risk Management Plans have been developed for each of the off-shore locations in which the Institute operates in.

Strategies Established to Manage Risks

The Risk Management Plan outlines specific strategies to mitigate risk in each of the identified areas. The results of each strategy are measured and the strategies adjusted accordingly on an annual basis. Risk management is a priority for the Board and as such, the Institute provides:

- Regular reports to the Board regarding the Institute's offshore activities which are inclusive of targets and actual results
- A quarterly Pipeline Report which identifies each international project from concept to implementation and completion, classifying them as minor, medium or major, according to income generated
- A business case outlining each new major international activity to the Board for consideration and approval before the activity commences

Performance Measures and Targets

The Institute's performance management process commences with the Strategic Plan, Annual Business Plan and Budget submission to the Board for consideration. Once approved, this then becomes part of the annual budget process with monthly identification and reporting of revenue and surplus. Any significant variances are highlighted and discussed through the Institute Board's Committee structure.

Achieving Expected Outcomes

The Institute's international activities were impacted significantly by the COVID-19 pandemic, resulting in the majority of targets not being achieved. With industry globally being affected and an inability for international travel to take place, a large number of planned commercial activities could not go ahead, with some being postponed and others cancelled. This has had a major impact on the financial result for the year.

Overseas Visits

In 2020, international travel was restricted. 18 overseas visits were undertaken in January and February to consolidate the Institute's business.

The Institute responded positively and creatively by developing online delivery capability with overseas education partners for the benefit of our students and staff, as well as a range of online marketing and relationship management strategies to keep the business moving forward.

Governance

Manner of Establishment and the Relevant Minister

The Institute is named after the late Sir William Angliss, whose public-spirited and generous benefaction enabled the Institute to open as the William Angliss Food Trades School on 14 December 1939. Sir William was elected as the first President of the School Council and remained President until 1954.

The Institute initially provided training in pastry cooking, retail butchery and smallgoods, bread making and baking, cooking and waiting. In the 1960s the school expanded to provide training for the hospitality industry and later to provide training for the tourism industry.

William Angliss Institute was established by an Order in Council under the Vocational Education and Training Act 1990, which was incorporated into the Education and Training Reform Act 2006. The current Constitution of William Angliss Institute of Technical and Further Education Order 2016 was made on 3 May 2016 and came into operation on 1 July 2016.

During the period 1 January 2020 to 31 December 2020 the relevant office of Minister for Training and Skills and Minister for Higher Education was held by the Hon. Gayle Tierney MP.

The purpose, functions, powers and duties of the Institute are stipulated in the Education Training Reform Act 2006, the William Angliss Institute Constitution Order 2016 and the William Angliss Institute Board Charter.

Nature and Range of Service

As a specialist training provider to the foods, tourism, hospitality and events industries, the Institute currently offers a range of educational, training, product development, project management and consultancy services locally and internationally.

The Institute's areas of delivery are designed to meet the needs of students, employers, clients and industry by responding to industry trends and prevailing market conditions.

These services are funded through:

- A contract with the Department of Education and Training
- Full-fee paying students
- Industry or Government client payments

Activities and Programs

In 2020 course enrolments were 11,111 across the Institute's foods, tourism, hospitality and events programs.



Angliss Restaurant offering non-contact dining meals to its customers. (June 2020)

Board Members

Dr Anne Astin AM, PSM – Board Chair

Anne is the William Angliss Institute Board Chair and has held a number of senior executive positions in the Victorian public sector, working in food policy and regulation, public health, agriculture, minerals and petroleum, natural resources and environment, land administration and forensic science. Prior to this, Anne was a senior tutor at Monash University, working in biomedical research and education.

In 2020, Anne was awarded a Member of the Order of Australia (AM) for her services to Australia's dairy industry and food safety regulation. In 2011, she was awarded the Public Service Medal (PSM) in the Victorian Division of the Queen's Birthday Honours for her services to the dairy industry, national food regulation and rural women. In 2010, she was inducted into the Victorian Women's Honour Roll for her work in biochemistry and as an advocate of women's leadership. In 2010, she also received the Australian Dairy Industry Council's Outstanding Service Award in recognition of her leadership in, and services to, Australia's dairy industry and in 2016 was awarded the Dairy Industry Association of Australia's John Bryant Gold Medal for outstanding service to the industry.

Anne holds Degrees in Ph.D. (Biochemistry), B.Sc. (Hons) (Biochemistry) and B.Sc. (Chemistry). She has a Graduate Diploma in Public Sector Management and is a member of the Australian Institute of Company Directors, a Fellow of the Australian Institute of Food Science and Technology and a member of the Dairy Industry Association of Australia.

Hon. John Pandazopoulos – Deputy Chair

John currently holds the positions of Chair of Parks Victoria and Chair of Destination Phillip Island Regional Tourism Board, one of Australia's best known tourism regions. John is Victoria's longest continuous serving Tourism, Major Events and Gaming Minister with 29 years' experience in public policy, Government and governance at international, national, state and Local Government levels. John is the former Minister for Multicultural Affairs, Racing, Major Projects and Employment, former Member of the 'Cleanevent' Advisory Board, one of Australia's largest event businesses at the time, local Councillor and Mayor of the then-City of Berwick and Executive of the Municipal Association of Victoria and former Chair and Deputy Chair of the Victorian Parliament Environment and Natural Resources Committee.

Roger Clifton

Roger was trained in Marketing and Advertising Principles and Practice at RMIT. He formed his own advertising agency called Clifton Court Smith, with two partners. In 2000, Roger was invited to join the largest agency network in the world, McCann Erickson, as its Melbourne Office Managing Director and the business grew to be in the top ten in its market.

For eight years during his career, Roger sat on the Curriculum Committee for the Advertising Course of RMIT, was The President of the Advertising Institute of Australasia (being

made a life Fellow in the year 2000), a Board member of Prahran Mission and Odyssey House.

Roger has served as Chairman of the Prahran Market Governance Board, lectured in advertising at Holmesglen Institute, mentored young and aspiring advertising professionals, worked as a professional mediator, served the community as an Honorary Justice of the Peace and is currently Chair of the Victorian Veterans Council and a Trustee of the Melbourne Shrine of Remembrance.

Karon Hepner (Elected Director)

RESIGNED 30 JUNE 2020

Karon Hepner has over 30 years' experience in the hospitality, events, foods and education industries with positions held in the Human Resources and Learning and Development sectors with Compass Group (Australia) P/L, Delaware North (Australia), Royal Automobile Club Victoria (RACV), Australian Venue Services, Tourism Training Victoria, Hilton Hotels and RMIT.

Prior to joining the Institute in late 2007, Karon was actively involved in Board and Committee memberships of Holmesglen Institute of TAFE, Box Hill Institute of TAFE, Australian Hospitality Review Panel, La Trobe University Tourism Hospitality and Sports Advisory Board, Service Skills Victoria, VETiS Taskforce and VCAA – VCE Exam Industry Vetter.

Karon's qualifications include Graduate Diploma in Education, Degree in Business (Hotel Management) and Diploma of Applied Science.

Nicholas Hunt (CEO)

Nicholas Hunt has extensive experience within the tourism industry and vocational education sector. Throughout his time at William Angliss Institute, Nick has focused on developing William Angliss Institute's educational programs across both vocational and higher education, strengthening the Institute's activities in support of industry growth and educational change and leading the Institute's strategic development to ensure the Institute is best placed to continue its success in future years.

Nick's qualifications include a Master of Education Policy (International) University of Melbourne, Bachelor of Arts (Hons) University of Tasmania and he is also a Graduate of the Australian Institute of Company Directors.

Wendy Jones

Wendy Jones is a passionate tourism and hospitality industry practitioner, with a background in association management. She has worked extensively with executive teams and boards across the tourism industry, the environment sector and community.

Wendy's previous roles have included CEO of the Restaurant and Catering Association of Victoria, Tourism Training NT and Keep Australia Beautiful Victoria in addition to being an owner-operator in the hospitality sector.

Wendy holds a Master of Business (Human Resource Management) Charles Sturt University and a Bachelor of Arts University of Melbourne. She is also a Graduate of the Australian Institute of Company Directors and currently serves as a Director of the Goulburn Valley Waste and Resource Recovery Group.

Vicky McIver

Vicky is a founding Director of Arrus Knoble (Aus) established in 1999 - a successful boutique consulting practice. She has worked on projects across many sectors including the tertiary education sector. She has held several long-term contract Executive roles. Vicky has held board positions in the community and social sector and is regularly called on to advise boards on their strategic direction and improve organisational performance. In 2015-16 Vicky was part of a State Government appointed TAFE assessment panel that reviewed all TAFEs in Victoria.

Vicky graduated from Otago University, New Zealand, with a BA Honours in Political Studies, has a Master of Management (Organisational Systems) from Monash University and is accredited in several personal and organisational development diagnostic tools. Vicky is a Graduate of the Australian Institute of Company Directors, a member of the Australian Institute of Community Directors and is a qualified Mediator.

Matteo Pignatelli

Matteo Pignatelli graduated with a Diploma of Business in Hospitality Management at William Angliss Institute in 1989, after winning individual awards for Culinary Studies, Food and Beverage Operations and Most Outstanding 2nd Year Student.

After graduation, Matteo worked full-time as Managing Director at Fedele's, Glen Waverley. After four years building up his successful business, he opened Matteo's in 1994 in the building once occupied by Mietta's in North Fitzroy.

Matteo is currently a Board member of the Restaurant and Catering Association. In 2018 Matteo retired from a number of roles held with the Restaurant and Catering Association of Australia; Chairman of Restaurant and Catering Association Victorian Council (2008 – 2018), President of the Restaurant and Catering Association of Australia (2012 – 2016), Trustee of Restaurant and Catering Association Education Foundation and a Board member of Restaurant and Catering Industrial.

Ray Petts (Elected Director)

APPOINTED 1 JULY 2020

The Elected Director is a staff member and is elected by the staff of the Institute.

Ray Petts has extensive experience within the Travel and Tourism industry plus the Vocational Education Sector.

Ray commenced his career in travel more than 25 years ago as a Tour Manager leading coach tours around Europe. Since then, Ray has held General Manager and Director roles with many leading adventure travel companies around the world. These include Tucan Travel, Buffalo Tours, Wide Eyed Tours and Freedom Road Destinations which saw him travel to over 80 countries and live in London, Vietnam and Peru.

With a desire to teach people seeking a career within the Travel industry, Ray worked for TAFE NSW and then relocated to Samoa for several years with the Australian Pacific Technical College. Ray relocated to Singapore as Head of Business, then as Centre Director and Board Member for the William Angliss Institute Singapore campus.

Returning to Sydney, Ray was heavily involved in the building and fit out of the new William Angliss Institute Sydney campus in Alexandria where he holds the position of Head of Campus. Due to several international placements, Ray has excellent interpersonal skills and cross-cultural management experience. He holds a Master of Business Administration (MBA) from the Australian Institute of Business and has a strong focus on business growth and success.

Brenda Richardson

Brenda Richardson has over 25 years' experience in the Manufacturing and Information Technology industries. As well as IT, her career has included a broad range of roles in Logistics, Process Re-engineering, Change Management and Strategy.

Brenda has considerable experience in Higher Education, including 10 years on the Council of the University of Tasmania. Her board experience also includes roles in Built Environment, Audit and Risk, Community Engagement and serving on advisory committees. She is currently a Deputy Chair of the Geelong Cemeteries Trust (Class A).

Currently self-employed, Brenda specialises in bridging the gap between technical and non-technical communities.

Brenda holds a Bachelor of Science (with Honours) majoring in Mathematics and Computing as well as a Master of Business Administration. She is a Fellow of the Australian Institute of Company Directors.

Peter Sexton

Peter Sexton is a graduate of the Australian Institute of Company Directors and a Chartered Accountant. Peter has 40 years' experience in external audit across Australia, the UK and Indonesia, auditing publicly-listed companies, large proprietary companies and not-for-profits, helping businesses achieve an appropriate level of best practice in financial reporting and risk management.

Peter's contribution as a Director leverages his financial reporting and management experience, particularly his interest in behavioural management and the importance of strategy, execution, culture and structure in growing a successful business.

Peter is also a Director and Chair of the Audit Committee for Australian Securities Ltd and a Director, Treasurer and Chair of the Finance, Risk & Audit Committee for Montsalvat Ltd, a cultural and tourism precinct in Eltham, Victoria that has practical and meaningful exchanges with the Australian artistic community, providing educational opportunities in all forms of the arts for people of all ages and stages of life.

Board and Committees

Board of Directors

The Board comprises ten members:

- Five Ministerial Directors appointed by the relevant Minister
- Three Co-opted Directors
- Elected Director (Staff member)
- CEO of the Institute

In 2020 the following Directors served on the William Angliss Institute Board:

- Dr Anne Astin AM, PSM (Board Chair)
- Hon. John Pandazopoulos (Deputy Chair)
- Roger Clifton
- Karon Hepner (Elected Director) (resigned 30 June 2020)
- Nicholas Hunt (CEO)
- Wendy Jones
- Vicky McIver
- Matteo Pignatelli
- Ray Petts (Elected Director) (appointed 1 July 2020)
- Brenda Richardson
- Peter Sexton

Summary of Activities

The Board annually:

- Approves and submits the Strategic Plan to the relevant Minister
- Approves and submits the Annual Statement of Corporate Intent to the relevant Minister
- Approves the audited Annual Financial Statement
- Meets the required obligations of the Strategic Planning Guidelines and Commercial Guidelines
- Approves an annual budget
- Reviews and approves the Strategic and Risk Management Plans and sets clear annual measures that are in alignment with the Strategic Plan and Risk Management Plan
- Reviews and approves the Financial Delegations Policy
- Ensures that appropriate policies and procedures are in place to meet good governance, legislative, regulatory and organisational requirements
- Ensures that Board membership complies with legislative requirements and that Board members comply with the Board Members' Code of Conduct

Board Committees

Finance, Audit and Risk Management Committee

The main objective of the Finance, Audit and Risk Management Committee is to provide independent assurance and advice to the Board in relation to the Institute's risk, control and compliance framework and its financial reporting responsibilities.

Responsibilities include detail relating to the areas of risk management, internal control, financial statements, legislative and policy compliance, internal and external audit and governance. Specific responsibilities for internal and external audit are to:

- determine the scope of the internal audit function and ensure its resources are adequate and used effectively, including coordination with the external auditors
- maintain effective communication with external auditors
- consider recommendations made by internal and external auditors and review the implementation of actions to resolve issues raised

Committee Members:

- Matteo Pignatelli (Committee Chair)
- Roger Clifton (resigned 6 July 2020)
- Wendy Jones
- Hon. John Pandazopoulos
- Brenda Richardson
- Peter Sexton

People and Culture Committee

(formerly the Remuneration Review and Board Membership Committee)

In 2020, the Remuneration Review and Board Membership Committee changed its name to the People and Culture Committee and broadened its remit. The Board's People and Culture Committee reviews, monitors and recommends to the Board for approval relevant strategies and procedures in relation to Executive Remuneration, Board Membership and People and Culture.

Executive Remuneration - Ensure compliance with Victorian State Government policy on Executive Remuneration for GBEs and Statutory Authorities and that William Angliss Institute is compliant with Ministerial directions from the Office of the Victorian Minister for Training and Skills.

Board Membership - Consider matters relating to Board membership and make recommendations to the Board on the nomination and appointment of Co-opted Board Members as and when vacancies arise in line with the Constitution, legislative requirements and Ministerial guidelines.

People and Culture – Monitor the development and implementation of strategies to enhance people and organisational effectiveness with particular regard to culture.

Committee Members:

- Dr Anne Astin AM, PSM (Committee Chair)
- Roger Clifton (appointed 6 July 2020)
- Vicky Mclver
- Hon. John Pandazopoulos (resigned 6 July 2020)
- Matteo Pignatelli

Educational Strategy and Quality Committee

The Educational Strategy and Quality Committee was established on 6 July 2020 to assist the Board in fulfilling its responsibilities to oversee the maintenance of quality, relevance to market and industry needs and the development and transformation of training delivery and services in line with the Strategic Plan.

The Committee seeks to provide assurance to the Board of the quality and integrity of William Angliss Institute’s core education activities of learning, teaching and scholarship and in particular the governance structures, policies and processes that ensure quality skills, educational and academic outcomes.

Committee Members:

(new Committee – members appointed on 6 July 2020)

- Vicky Mclver (Committee Chair)
- Professor Jeanette Baird (Co-opted)
- Roger Clifton
- Wendy Jones
- Matteo Pignatelli

Future Building and Infrastructure Committee

The Future Building and Infrastructure Committee was dissolved by the William Angliss Institute Board on 6 July 2020. The Committee’s main objective was to work with management on the development of the William Angliss Institute Master Plan incorporating land, buildings and technology to align with the 2030 Vision and advise the Board in relation to the development and maintenance of the Integrated Asset Management Plan which includes a strategy to secure sufficient capital funds for the implementation of the Master Plan.

Committee Members:

- Vicky Mclver (Committee Chair)
- Roger Clifton
- Hon. John Pandazopoulos
- Brenda Richardson

Higher Education Academic Board

The William Angliss Institute Higher Education Academic Board has delegated responsibility from the William Angliss Institute Board for the academic governance of the Institute’s Higher Education courses.

It is responsible for providing advice to the William Angliss Institute Board, maintaining the highest standards of scholarship, teaching and research, developing and monitoring Higher Education courses and formulating and reviewing policies and procedures in relation to academic matters.

Higher Education Academic Board Members:

- Dr David Foster (Chair)
- Professor Jeanette Baird
- Professor Kwong Lee Dow
- Professor Marianna Sigala
- Nicholas Hunt
- Wayne Crosbie
- Chris Harris (appointed 6 July 2020)
- Dr Paul Whitelaw (resigned 21 February 2020)
- Associate Professor Melanie Williams
- Dr Larry Foster
- Andrew Dolphin
- Dr Jeff Wrathall (Staff Representative)
- Martin Stankovic (Student Representative) (resigned 8 December 2020)
- Shevantha Perera (Student Representative) (appointed 10 June 2020)

Organisational Chart

Board of Directors

Dr Anne Astin AM, PSM | Board Chair
Hon. John Pandazopoulos | Deputy Chair
Roger Clifton
Karon Hepner | Elected Director
(Resigned 30 June 2020)

Nicholas Hunt | CEO
Wendy Jones
Vicky McIver
Matteo Pignatelli

Ray Petts | Elected Director
(Appointed 1 July 2020)
Brenda Richardson
Peter Sexton

Board Committees

• Finance, Audit and Risk Management Committee:

Matteo Pignatelli | Committee Chair
Roger Clifton *(Resigned 6 July 2020)*
Wendy Jones

Hon. John Pandazopoulos
Brenda Richardson
Peter Sexton

• People and Culture *(formerly Remuneration Review and Board Membership Committee)*

- Educational Strategy and Quality Committee *(established 6 July 2020)*
- Future Building and Infrastructure Committee *(dissolved 6 July 2020)*
- Higher Education Academic Board

Nicholas Hunt
 Chief Executive Officer

Eileen Sargent

Director
 Corporate (CFO)

- Finance
- Property and Procurement Services
- Information Technology
- Student Administration
- Quality and Compliance

Wayne Crosbie

Director
 International and Business Development

- International Operations
- Strategic Projects
- Business Development (Local & International)

Chris Harris

Director
 Education
(Appointed 6 July 2020)

- VET Operations
 - Tourism
 - Hospitality
 - Events
 - Food Trades
 - Culinary Arts
- Higher Education Operations
- Scholarship
- Research

Sarah Lawrie

Associate Director
 Student Recruitment and Services

- Marketing and Communications
- Learning and Information Services
- Business Development (Victoria)
- Student Support Services
- Student Opportunities

- People & Capability
- Governance

Executive Directors Group

Eileen Sargent

DIRECTOR CORPORATE (CFO)

The Director Corporate is responsible for providing leadership and strategic direction in the Corporate Division including:

- financial management and analysis
- business analysis
- educational compliance
- risk management and corporate compliance
- information technology services
- property and procurement services

Wayne Crosbie

DIRECTOR INTERNATIONAL AND BUSINESS DEVELOPMENT

The Division's International area is responsible for both the recruitment of overseas students into accredited Institute Higher Education Degree and VET programs and for identifying, developing, implementing and managing new off-shore opportunities and projects.

The Institute's off-shore operations in Singapore, China, Sri Lanka and Vietnam are managed by the International Division.

Nationally, the Institute establishes relationships and training contracts with key clients within the food service, retail food, hotel, travel, resorts, gaming and other related industry sectors. The Division's delivery of training programs extends to remote locations within Australia, with special focus on Indigenous programs.

Chris Harris (Appointed 6 July 2020)

DIRECTOR EDUCATION

In July 2020, the Directorate of Vocational Education and Training Division and the Directorate of Higher Education and Research merged to form the Directorate of Education.

The Director Education is responsible for:

- Delivery of a diverse range of Vocational Education and Training programs offered in three areas: Centre for Tourism and Hospitality, Centre for Food Trades and Culinary Arts and the Industry Training Centre - Sydney. Within these areas, the Vocational training pertaining to the following areas is covered: Cookery, Patisserie, Bakery, Meat, Food Science and Technology, Hospitality, Travel, Tourism, Resorts, Events, Short Courses and the Angliss International Hotel School.
- Leading and supporting the effective and timely integration of flexible and workplace-based delivery practices with campus delivery across all sites as well as ensuring the Institute meets internal and external quality reporting requirements with regards to all Vocational Education and Training programs delivered at the Institute.

- Delivery of Higher Education courses offered by the Institute. At this stage, this includes 16 undergraduate programs across our key areas of foods, tourism, hospitality and events. Additionally, the Institute offers postgraduate courses including a Masters of Food Systems and Gastronomy and a research-based Masters of Philosophy.

- The role is also responsible for supporting teaching areas to develop their scholarly practice and leading the Institute's approach to applied research

Ray Petts

ACTING ASSOCIATE DIRECTOR VOCATIONAL EDUCATION AND TRAINING (VET) (to 17 July 2020)

Andrew Dolphin

ACTING ASSOCIATE DIRECTOR HIGHER EDUCATION AND RESEARCH (from 25 February 2020 to 19 June 2020)

Paul A Whitelaw (PhD)

ASSOCIATE DIRECTOR HIGHER EDUCATION AND RESEARCH (Resigned 21 February 2020)

Sarah Lawrie

ASSOCIATE DIRECTOR STUDENT RECRUITMENT AND SERVICES

The Student Recruitment and Services Division portfolio covers the non-education requirements of our students from prospective students to alumni.

The Associate Director Student Recruitment and Services is responsible for:

- Learning and Information Services including Student Supports Services
- Marketing and Communications
- Business Development
- Admissions and Information Centre

Performance Statement

During 2020 the Institute worked towards achieving key performance targets. The table below provides a snapshot of these measures.

Indicator Title	Description and methodology	Metric	2020 Target	2020 Actual	Explanation of variances	Prior year result
Training revenue diversity	Breakdown of training revenue split by Government funded, Fee for Service and Student Fees and Charges <i>Training revenue split by:</i>					
	• Government Funded (GF)	%	27.3%	30.6%	COVID-19 related contraction of fee for service revenue relative to government funded	24.9%
	• Fee for Service (FFS)	%	62.7%	57.2%	COVID-19 lockdown periods and travel restrictions negatively impacting international FFS revenue	62.7%
	• Student Fees and Charges	%	10.0%	12.2%	Lower international student enrolments resulted in a higher % of domestic students	12.4%
Employment costs as a proportion of training revenue	Employment and Third Party training delivery costs as a proportion of training revenue (VTG and FFS) <i>Employment costs + 3rd party training delivery costs / Training Revenue</i>	%	<73%	92.0%	Revenue impact of lower student numbers, largely associated with COVID-19 impacts, exceeding associated labour savings.	76.8%
Training revenue per teaching FTE*	Training Revenue (excl. revenue delivered by 3rd parties) / Teaching FTEs*	\$	>\$234,000	\$211,988	Revenue impact of lower student numbers, largely associated with COVID-19 impacts, exceeding associated labour savings.	\$226,179
Operating margin percentage	Operating margin % EBIT (excluding Capital Contributions) / Total Revenue (excl Capital Contributions)	%	(<5.1%)	(0.5%)	Favourable to budget due to expense savings and COVID-19 government support funding exceeding revenue budgetary shortfalls.	(6.1%)


WILLIAM ANGLISS INSTITUTE OF TAFE
PERFORMANCE STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2020

DECLARATION BY BOARD CHAIR
CHIEF EXECUTIVE OFFICER
AND CHIEF FINANCE OFFICER

In our opinion, the accompanying Statement of Performance of William Angliss Institute of TAFE, in respect of the year ended 31 December 2020, is presented fairly.

The Statement outlines the performance indicators as determined by the responsible Minister, pre-determined targets where applicable, the actual results for the year against these indicators, and an explanation of any significant variance between the actual results and performance targets.

As at the date of signing, we are not aware of any circumstance which would render any particulars in the Statement to be misleading or inaccurate.



Dr A Astin AM, PSM, Board Chair

Date 19 March 2021
Place Melbourne, VIC



Mr N Hunt, Chief Executive Officer

Date 19 March 2021
Place Melbourne, VIC



Ms E Sargent, Chief Finance Officer

Date 19 March 2021
Place Melbourne, VIC

Compliance

Freedom of Information

The Institute respects the right of the public under the Freedom of Information Act 1982 to request access to documented information held by the Institute. Formal applications to request access to information must be made under the Freedom of Information Act and in writing to:

The Freedom of Information Officer

William Angliss Institute
555 La Trobe Street
Melbourne VIC 3000

Applications should state that the request is an application for the purposes of the Freedom of Information Act, describe the document/s sought after in enough detail to allow the Institute to identify and find the relevant document/s and provide contact details for the Institute to reply to. An application fee will apply and other charges may be incurred in accordance with the Victorian Freedom of Information (Access Charges) Regulations 2014.

For the period 1 January 2020 to 31 December 2020 the Institute received one application. This request required clarification of information sought and subsequently no information was accessed under the Freedom of Information Act.

Compliance with the Building Act 1993

The Institute has established policies and mechanisms to ensure that works to existing buildings conform to building standards and statutory obligations which relate to health and safety matters. All Institute works conform to building regulations and appropriate building permits and compliance certificates were obtained.

Compliance with the Public Interest Disclosures Act 2012

The Institute does not tolerate improper conduct by its employees or officers, nor the taking of reprisals against those who come forward to report such conduct. In accordance with the Public Interest Disclosures Act 2012, the Institute has a policy and procedural framework in place to encourage and facilitate the disclosure of improper conduct within the Institute for reporting and investigative purposes.

Disclosure of improper conduct or detrimental action by the Institute or any of its staff or officers should be reported directly to the Independent Broad-based Anti-corruption Commission (IBAC):

Phone: 1300 735 135
Fax: (03) 8635 6444
Street address: Level 1, North Tower,
459 Collins Street, Melbourne VIC 3000

Postal address: GPO Box 24234, Melbourne VIC 3001

Website: www.ibac.vic.gov.au

Email: See the IBAC website for means of electronic contact.

For the period 1 January 2020 to 31 December 2020, the Institute was not aware of any disclosures made under the Public Interest Disclosures Act 2012.

Competitive Neutrality

William Angliss Institute has established mechanisms to ensure that the National Competition Policy including the requirements of relevant Government Policy Statements ('Competitive Neutrality: Statement of Victorian Government Policy' and 'Victorian Government Timetable for the Review of Legislative Restrictions on Competition' and any subsequent reforms) are appropriately observed.

Compliance with Victorian Public Service Travel Policy

William Angliss Institute has established policies and procedures to ensure the Institute is compliant with the Victorian Public Service Travel Policy.

Compliance with the Carers Recognition Act 2012

The Carers Recognition Act 2012 formally acknowledges the significant contribution that carers make to the Australian community. William Angliss Institute considers the carers recognition principles as set out in the Act when developing relevant staff and student policies, procedures and provision of services. These include:

- Flexible working arrangements
- Part-time work opportunities
- Opportunities to purchase leave
- An employee assistance program
- Opportunity to access carer's leave

Students with carer responsibilities or those with a disability are also supported at the Institute through:

- Application of special consideration arrangements
- Provision of reasonable accommodation to enable participation
- Provision of additional supports such as access to Wellbeing and Counselling Services and Disability Support Services

Compliance with Local Jobs First Act 2003

During the period 1 January 2020 to 31 December 2020 William Angliss Institute has had nil contracts to which the Local Jobs First Act applied.


Compliance with other Legislation and Subordinate Instruments

William Angliss Institute complies with all relevant legislation and subordinate instruments, including but not limited to the following:

- *Education and Training Reform Act 2006* (ETRA)
- William Angliss Institute of Technical and Further Education Constitution Order 2016
- Directions of the Minister for Training and Skills (or predecessors)
- TAFE Institute Commercial Guidelines
- TAFE Institute Strategic Planning Guidelines
- *Public Administration Act 2004*
- *Financial Management Act 1994*
- *Freedom of Information Act 1982*
- *Building Act 1993*
- *Public Interest Disclosures Act 2012*
- *Local Jobs First Act 2003*

William Angliss Institute Financial Management Compliance Attestation Statement

I, Dr Anne Astin, on behalf of the William Angliss Institute Board, certify that for the period 1 January 2020 to 31 December 2020, the William Angliss Institute of TAFE has no Material Compliance Deficiency with respect to the applicable Standing Directions made under the *Financial Management Act 1994* and Instructions.



Dr Anne Astin AM, PSM
Board Chair
22 February 2021

Major Commercial Activities

During the period 1 January 2020 to 31 December 2020 William Angliss Institute did not enter into any major commercial activities.

Capital Projects

During the period 1 January 2020 to 31 December 2020 William Angliss Institute completed the installation of two additional practical training kitchens into Level 1 of its Building at 550 Little Lonsdale Street, Melbourne.

Additional Information Available on Request

In compliance with the requirements of the Standing Directions 2018 under the *Financial Management Act 1994*, details in respect of the items listed below have been retained by the Institute and are available on request, subject to the provisions of the *Freedom of Information Act 1982*.

- a) a statement that declarations of pecuniary interests have been duly completed by all relevant officers;
- b) details of shares held by a senior officer as nominee or held beneficially in a statutory authority or subsidiary;
- c) details of publications produced by the entity about itself and how these can be obtained;
- d) details of changes in prices, fees, charges, rates and levies charged by the entity;
- e) details of any major external reviews carried out on the entity;
- f) details of major research and development activities undertaken by the entity;
- g) details of overseas visits undertaken including a summary of the objectives and outcomes of each visit;
- h) details of major promotional, public relations and marketing activities undertaken by the entity to develop community awareness of the entity and its services;
- i) details of assessments and measures undertaken to improve the occupational health and safety of employees;
- j) a general statement on industrial relations within the entity and details of time lost through industrial accidents and disputes;
- k) a list of major committees sponsored by the entity, the purposes of each committee and the extent to which the purposes have been achieved; and
- l) details of all consultancies and contractors including:
 - consultants/contractors engaged;
 - services provided; and
 - expenditure committed to for each engagement

This information is available on request from:
Director Corporate (CFO)
E: corporate.governance@angliss.edu.au

People and Capability

People

Overall, the Institute workforce decreased by 25.5 Equivalent Full-Time (EFT) employees in 2020 compared to 2019 staff numbers. A snapshot of staff numbers as at 31 December 2020 is provided in the table on page 24.

The Workforce Disclosure demographic data reported for December 2019 differs from the 2019 Annual Report to represent relevant employees who were active and employed in the last full pay period in 2019.

The Institute remains focused on attracting and retaining staff that are capable of providing quality skills solutions to industry and government.

Reward and Recognition

During 2020, staff were recognised under the Institute's Reward and Recognition Program for outstanding achievements across the four key areas of Client Service Excellence, Innovation, Teaching Excellence and Occupational Health and Safety. This culminated in a total of ten awards being presented to staff during the year.

Off-Shore Opportunities

The Institute has a workforce in Australia that spans Victoria, New South Wales, Queensland, South Australia, Western Australia and Northern Territory. Our international footprint includes joint campus arrangements with partner education institutions in China (Shanghai, Hangzhou, Zhongshan, Nanjing and Qingdao), Vietnam (Da Nang and Ho Chi Minh City), Sri Lanka (Colombo) and a stand-alone Tourism Continuing Education and Training (CET) Centre in Singapore. We continue to maintain strong relationships with partner institutes in Malaysia and Thailand.

Learning and Development

The focus on workforce learning and development contributes to the Institute's current position as the State Government endorsed Specialist Centre for Foods, Tourism, Hospitality and Events. The Institute offers appealing career prospects in our areas of specialty and continues to attract quality candidates.

In 2020, the Institute offered a wide variety of learning and development activities to ensure employees acquired the skills and knowledge to meet the current and future requirements of the Institute while assisting employees in their career development. This year had an increased focus on mental health and staff wellbeing programs due to the COVID-19 pandemic.

Activities included:

- A Mind-Fitness Program being introduced to improve overall health and wellbeing during the height of the COVID-19 pandemic

- Online delivery training: Zoom, Moodle, Padlet, Echo360
- The Women's Compass Leadership program
- Continued implementation of an eLearning platform - LinkedIn Learning, to better meet the needs of domestic, interstate and overseas staff and also to provide access to bite sized just-in-time learning and curation of learning needs according to business deliverables
- Employees also accessed LinkedIn Learning personal development training courses in 2020
- Cultural awareness training (specifically with an Indigenous focus)
- LGBTIQ awareness training and online learning module
- Training in regulatory requirements
- Digital literacy - Microsoft Suite training programs
- Mental health training
- Mindfulness and resilience training
- Ongoing compliance training
- Training for teaching staff on compliance, vocational training, eLearning and assessment development
- The introduction of COVID Safe training
- Project management and productivity training
- A curated series of online pre-recorded webinars to improve teaching excellence
- Carpe Diem Program - designing a unit/subject/course for online or blended delivery
- Education Excellence - workshops exploring a range of approaches to learning and teaching that are consistent with a constructivist educational philosophy
- VELG Training - Implementation of online training platform for VET-specific training resources
- Bi-annual Institute Conference - (delivered digitally)
- A series of engagement programs designed to assist staff well-being and promote social interaction between colleagues during lockdown that included topics such as gardening, self-care, podcast club, making sourdough and speed networking.

The Institute continued to support a number of staff during the year by providing financial assistance to obtain a formal qualification which enabled staff to perform their role more effectively and better meet the needs of the Institute. Study leave was also offered to enable staff to pursue and attain further educational and vocational qualifications.

Occupational Health and Safety (OH&S)

The Institute is committed to providing a safe and healthy working environment for its learning community and also taking a preventative approach in protecting its staff, students and visitors from exposure to health and safety risks.

The Institute's Safety Improvement Plan for 2020 continued the focus of building a safety culture, preventative strategies and injury management. The plan aims to build skills and capability by requiring supervisor attendance at nominated safety training and related people management training. Injury management performance was regularly monitored through a range of performance measures. These included supervisor attendance at mandatory safety training and related people management training, timeliness of incident reporting, lost time due to workplace injury and WorkCover claims costs.

In relation to preventative strategies, there was a focus on responding to the COVID-19 pandemic risk and supporting staff well-being. Timely measures were put in place to minimise the potential for the spread of COVID-19 in line with advice of health authorities. This included the staff and student population working and learning off-site where possible, increased cleaning/hygiene regimes and screening on entry. Staff who worked from home completed Workstation Safety Checklists to ensure appropriate arrangements for their home office. Well-being initiatives included free health checks and flu vaccinations, and promotion of Premier's Active April and Women's Health Week. With lengthy periods of working from home, there was also strong focus on mental health support with sessions on Mind Fitness, mindfulness, self-care and positive behavioural change being well attended by staff. In addition, numerous staff accessed webinar sessions on self-development topics such as managing change and remote working. Special interest webinar sessions were also conducted to increase staff engagement and reduce isolation while working from home.

There were two lost time claims during 2020, one of which became a standard claim. Despite this, active claims management resulted in successful return to work outcomes.

Employment and Conduct Principles

In 2020, the Institute continued to support the employment and conduct principles through structured induction of new staff.

Employees have been correctly classified in workforce data collections prepared during the 2020 calendar year.

The Institute has structured recruitment procedures based on merit and policies and processes to support equal opportunity including return from parental leave, breastfeeding, flexible work arrangements and reasonable adjustment for staff with disabilities.

Industrial Relations

The first William Angliss Institute of TAFE Academic Staff Agreement (2019) commenced operation in April 2020, formalising a classification and salary structure and a framework for workload allocation for academic staff.

The Institute's consultative committee with teaching and union representatives for the purpose of implementing the vocational teachers' Multi-Enterprise Agreement continued to meet regularly.

During 2020, the Institute applied Victorian Public Sector provisions to support staff whose employment was impacted by COVID-19. As a result, a number of staff who could not work in their substantive roles were deployed elsewhere within the Institute to equivalent roles or projects and one employee joined the Victorian Public Sector deployment pool. Staff who were unable to work due to high risk of contracting COVID-19 received support in line with Victorian Public Sector provisions.

Staff Declaration of Private Interest

In line with the Code of Conduct for Victorian Public Sector Employees, employees are required to declare any private interest that may constitute an actual, potential or perceived conflict of interest.

In 2020, 6 employees declared an actual, potential or perceived conflict of interest.

As at 31 December 2020:

Occupational Health And Safety Measure		2018	2019	2020
Incidents	Number of hazards/ incidents	22	20	17
	Rate per 100 FTE	7.5	6.15	5.3
Claims	Number of standard claims	0	0	1
	Rate per 100 FTE	0	0	0.31
	Number of lost time claims	4	3	2
	Rate per 100 FTE	1.36	0.92	0.63
	Average cost of standard claims	0	0	\$190,827
Fatalities	Number of fatality claims	Nil	Nil	Nil
Incident Reporting	% reported within 2 days of occurrence	86%	75%	100%
Lost time	Number of lost days	15	4	178
Training	Manager/Supervisor attendance at mandatory safety and related people management training	96.6%	97.5%	88%

Comparative Workforce Data (for years ending 31 December 2019 and 2020)

	Dec-19							Dec-20						
	F/Time		P/Time		Casual		Total	F/Time		P/Time		Casual		Total
	Ongoing	Fixed Term	Ongoing	Fixed Term	Teacher	Other		Ongoing	Fixed Term	Ongoing	Fixed Term	Teacher	Other	
PACCT Staff	115.0	16.6	20.9	3.1			155.6	115.5	12.4	19.9	2.6			150.4
Executive	0.0	5.0	0.0	0.0			5.0	0.0	4.6	0.0	0.0			4.6
Other	0.0	0.0	0.0	0.0			0.0	0.0	0.0	0.0	0.0			0.0
Teacher	112.6	7.9	36.2	7.3	37.3		201.3	117.0	7.9	36.8	2.5	17.2		181.4
Total	227.6	29.5	57.1	10.4	37.3		361.9	232.5	24.9	56.7	5.1	17.2		336.4

Workforce Disclosures (December 2019 – December 2020)

	Dec-19								Dec-20							
	All Employees		Ongoing			Fixed Term and Casual			All Employees		Ongoing			Fixed Term and Casual		
	Numbers (Headcount)	FTE	Full-Time (Headcount)	Part-Time (Headcount)	FTE	Numbers (Headcount)	FTE		Numbers (Headcount)	FTE	Full-Time (Headcount)	Part-Time (Headcount)	FTE	Numbers (Headcount)	FTE	
Gender																
Women Executives	2	2.0	0	0	0.0	2	2.0		2	2.0	0	0	0.0	2	2.0	
Women (Total Staff)	222	188.1	128	60	166.9	34	21.2		207	181.1	129	59	167.0	19	14.1	
Men Executives	3	3.0	0	0	0.0	3	3.0		3	3.0	0	0	0.0	3	3.0	
Men (Total Staff)	153	140.4	106	22	120.6	25	19.8		149	132.8	102	26	118.0	21	14.8	
Self-described	0	0.0	0	0	0.0	0	0.0		0	0.0	0	0	0.0	0	0.0	
Age																
15-24	3	3.0	2	0	2.0	1	1.0		0	0.0	0	0	0.0	0	0.0	
25-34	50	44.4	37	4	39.3	9	5.1		39	35.1	30	2	31.0	7	4.1	
35-44	84	73.8	54	19	66.2	11	7.6		80	70.5	54	22	68.0	4	2.5	
45-54	118	103.6	71	28	90.4	19	13.2		113	99.0	69	28	87.1	16	11.9	
55-64	96	83.7	58	23	73.1	15	10.6		97	88.2	65	25	81.3	7	6.9	
Over 64	24	20.0	12	8	16.5	4	3.5		27	21.1	13	8	17.6	6	3.5	
Total Employees	375	328.5	234	82	287.5	59	41.0		356	313.9	231	85	285.0	40	28.9	

Note: The 2019 figure reported in the 2019 Annual Report differs due to the extraction of demographic data at the last pay period for the reporting year.



Compulsory Student Services and Amenities Fees

William Angliss Institute Group Levy is a compulsory student services and amenities fee that is determined in accordance with the Ministerial Directions on Students Fees and Charges. The fee is fully applied to the provisions of funding for student recreation, counselling and welfare and other non-academic support services.

The process for the collection and disbursement of the services and amenities fees are managed by the William Angliss Institute Group and are not paid to any student organisations. Total Student Services and Amenities Fees collected for William Angliss Institute for the year ending 31 December 2020 were \$376,011.

Environmental Impacts and Sustainability

William Angliss Institute has a unique set of challenges in terms of environmental impact. In addition to running lecture theatres and classrooms with computers for theory, there is a strong focus on student practice and experience in Cookery with a large number of operating refrigerators and ovens and hot water for hygiene requirements. Food waste is a by-product of the classes. The Institute continues to introduce sustainable practices to manage these resources and to reduce waste. The Environmental Sustainability Action Team met three times during the year. This group is open to all staff members with an interest in ongoing Environmental Sustainability.

In all new building and plant upgrades, energy and water savings are an integral part of the process. Considerable ongoing resource savings have been implemented in 2020.

The Institute has entered into an agreement with our energy suppliers to undertake a lighting upgrade in Buildings C, D and E.

These works require that all non-LED lights and fittings be removed and replaced with LED light panels. It is estimated that approximately 2,000 lights and associated fittings will be replaced as part of this program.

All redundant lights and fittings will be disposed of in an environmentally safe manner, which is subject to an independent audit. The packaging of replacement lights and fittings will also be monitored and subject to an independent audit.

To date the program has

- Removed 1,930 light fittings
- Removed 3,201 lamps
- Removed 122,646 watts of power
- Installed replacement 52,137 watts of power

This program is continuing and is programmed for completion in early 2021.

Due to COVID-19, the Institute was required to shift primarily to online learning, video conferencing, working from home and social distancing throughout the campus. The consumption of paper, energy, water and volume of waste disposal decreased dramatically.

A large number of non-recyclable items were needed during this time. Disinfectant wipes, masks, gloves and the need for plastic cutlery and take-away containers were essential during this period.

The Institute's gardens, including the Rain Garden, flourished during this time. Automated watering from the tanks and compost from the training kitchens and Coffee Academy enabled the gardens to produce several fruiting bananas, coffee and new indigenous plantings.

This area has been a haven for bees and birds during 2020.

Energy

The Institute consumes energy for a number of different uses including office facilities, theory classrooms, three restaurants, two retail food outlets, Conference Centre, twelve training kitchens and bakery practical rooms. The data represented below was collected through energy retailer billing information. The Institute is continuing to develop systems to collect data more comprehensively. New modular boilers were installed at the beginning of 2021 to support Buildings C and D, the latter housing the majority of our practical training kitchens. The modular configuration, allowing for phased ramp-up to meet demand, has reduced energy consumption.

Indicator	2020			2019		
	Electricity	Natural gas	Green power	Electricity	Natural gas	Green power
Total energy usage	2,428,775 KwH	10,654,880 Mj	n/a	3,069,170 KwH	11,242,853 Mj	n/a
Greenhouse gas emissions associated with energy use, segmented by primary source and offsets (tCO2e)	1,717	769	-	4,502	718	-
Percentage of electricity purchased as green power	-	-	-	-	-	-
Units of energy used per Student Contact Hour (MJ/SCH)	0.69	3.06	-	0.78	2.87	-

SCH = 3,483,894 (Total)

Waste

The waste generated by processes within the Institute is divided into four general streams – general, cardboard, commingle (mixed recycling) and glass.

Indicator	2020				2019			
	General	Commingled recycling	Cardboard	Glass/Mixed recycling	General	Commingled recycling	Cardboard	Glass/Mixed recycling
Total units of waste disposed of by destination (kg/yr)	112,725	13,032	13,227	2,260	190,215	26,160	23,430	4,040
Units of waste disposed of per FTE by destinations (kg/FTE)	353.4	40.8	41.5	7.1	582.2	80.1	71.7	12.4
Recycling rate (percentage of total waste)	20.2%				22.2%			

FTE = 319 @ 30 September 2020

Actions Undertaken

- Institute intranet regularly updated with environmental statistical information and the promotion and encouragement of recycling benefits
- Installed a commercial worm farm
- Installed additional recycling bins

Targets

- Increase organics recycling rate in 2021



Patisserie students gathering herbs from the William Angliss Institute Rain Garden.

Paper

The Institute only purchases paper which is certified to the Australian Forestry Standard, which confirms that it is made with fibre from sustainably managed plantations and forestry operations. The significant reduction in paper usage reflects the move to online learning, work from home and the Melbourne lockdown.

Indicator	2020	2019
Total units of copy paper used (reams)	1,400	3,620
Units of copy paper used per FTE (reams/FTE)	N/A	N/A
Percentage of 100% recycled content copy paper purchased	1.43	0.69
Percentage of 75% recycled content copy paper purchased	N/A	N/A
Percentage of 50% recycled content copy paper purchased	2.14	0.97
Percentage of FSC Carbon neutral certified purchase	100	98.34

Water

The data in the table below is based on water meter readings of the whole site at the Melbourne campus.

Indicator	2020	2019
Total units of metered water consumed by usage types (kilolitres)	12,791	20,432

Transportation

The data in the table is derived from kilometres and fuel usage from the Institute's sixteen vehicle fleet Australia-wide. The use of public transport and video conferencing is encouraged where possible.

Indicator	2020	2019
Total kilometres travelled from vehicle fleet	181,416	273,636
Total litres used from vehicle fleet	10,231	16,700
Total distance travelled by air (kilometres)	358,417	3,542,673

Greenhouse Gas Emissions

Indicator	2020	2019
Total Greenhouse Gas Emissions associated with energy use (tonnes CO ₂ e)	2,486	5,220
Total Greenhouse Gas Emissions from vehicle fleet (tonnes CO ₂ e)	25.34	38.23
Total Greenhouse Gas Emissions from air travel (tonnes CO ₂ e)	70.85	610.61
Total Greenhouse Gas Emissions associated with waste disposal (tonnes CO ₂ e)	124.0	209.24

Procurement

The Institute's procurement policy includes, as part of the evaluation criteria, that the engagement of suppliers who are conscious of the environment and are committed to the principles of environmental sustainability are to be considered.

Publications and Research

A broad scope of applied research activities related to the Institute's specialisations of Foods, Tourism, Hospitality and Events and teaching and learning in these areas is listed below.

Referenced Journal Articles

- Bohunicky, M., Levkoe, C. Z., and Rose, N. (2020). Interrogating food movements confronting settler colonialism [Special issue]. *Canadian Food Studies* under the FIEdGE collaboration (Food Locally Embedded Globally Engaged)
- Fang, M., Nguyen, T.-H., & Armstrong, A. (2020). Developing collective leadership capacity to drive sustainable practices: Destination case of leadership development in Australia. *Journal of Hospitality & Tourism Research. Advance online publication.* doi: 10.1177/1096348020932990
- Fang, M., & Whitelaw, P. A. (in press). Promoting evidence-based leadership development: Designing and evaluating tourism and hospitality graduate leadership programs. *Journal of Leadership Accountability and Ethics*, 17(3). 57-72. doi: 10.33423/jlae.v17i3.3026
- Gabrielova, Z., & Fang, M. (in press). Hidden factors: Operations management implications for the Hayman Island Resort. In *Case based research in tourism, travel, hospitality and events: Theory and practice*. Springer Nature.
- Harris, C. & Tan, H. (2020). You can teach old dogs new clicks - the importance of teacher use of online content in a blended higher education course in Singapore. *Journal of Applied Learning and Teaching*, 3(2).
- Lourival, I., & Rose, N. (2020). From Nar Nar Goon to Koo Wee Rup: Can participatory food policy making processes contribute to healthier and fairer food systems in the Australian municipal context? A case study from Cardinia Shire, Melbourne. *Journal of Hunger & Environmental Nutrition*, 1-35. doi:10.1080/19320248.2020.1782797
- Sigala, M. & Steriopoulos, E. (2020) (in press). Does emotional engagement matter in dark tourism: Implications drawn from a reflective approach, Special Issue on Dark and Heritage Tourism; *Journal of Heritage Tourism*.
- Strickland, P., Laing, J., Frost, W., & Williams, K. M. (2020). Strategies for attracting millennials to wineries in Victoria, Australia. In S. K. Dixit (Ed.). *The Routledge handbook of tourism experience management and marketing* (1st ed., pp. 207-217). <https://doi.org/10.4324/9780429203916>
- Williams, K. (2020). The nexus between tourism heritage attraction, media and fashion. In M. Månsson, A. Buchmann, C. Cassinger, & L. Eskilsson (Eds.), *The Routledge companion to media and tourism* (1st ed., pp.402-413). <https://doi.org/10.4324/9780429430398>
- Williams, K. M. (in press). Wine tourism: From winescape to cellardoor. 'Special Issue of Wine and Culinary Futures' *Tourism Analysis*. Cognizant Communication Corporation.
- Winter, C. (2020). A review of animal ethics in tourism: Launching the Annals of Tourism Research curated collection on animal ethics in tourism. *Annals of Tourism Research*, 84(10299). <https://doi.org/10.1016/j.annals.2020.102989>

Conference Papers and Presentations

- Carrad, A., Aguirre-Bielschowsky, I., Charlton, K., Rose, N., Magnusson, R., & Reeve, B. (2020, May). *Local government policies to enable healthy, sustainable and equitable food systems*. Paper presented at Preventive Health Conference: Can do prevention, effective action in a volatile world. Public Health Association. Perth. (Part of the ongoing Australian Research Council Discovery Project, 'Strengthening Food Governance at the Local Level')
- Fang, M., and Whitelaw, P. A. (2020). Towards a framework to guide evidence-based leadership development and evaluation in tourism and hospitality graduate programs. In Auckland University of Technology (eds), *CAUTHE 2020: 20:20 Vision: New Perspectives on the Diversity of Hospitality, Tourism and Events: Proceedings of the 30th Annual Conference*, (pp.232-240). Auckland, NZ.
- Gibson, L., Williams, K. M., Winter, C. & Gibson, I., (2020). *Technology, sharing economy and digital disruption. Chasing hotspots. The dispersal of the travel Bucket List on Instagram*. Paper presented at 30th Annual Conference of the Council for Australasian University Tourism and Hospitality Education (CAUTHE), Auckland, NZ.
- Harkison, T, Whitelaw, P and Steriopoulos, E. (2020). Co-creating luxury hotel experiences in Melbourne. In Auckland University of Technology (eds), *CAUTHE 2020: 20:20 Vision: New Perspectives on the Diversity of Hospitality, Tourism and Events: Proceedings of the 30th Annual Conference*, (pp.70-??), Auckland, NZ.
- Khatter, A., White, L., Pyke, J. & McGrath, M. (2020). *Barriers and drivers of environmental sustainability in the Australian hotel industry*. Paper presented at 30th Annual Conference of the Council for Australasian University Tourism and Hospitality Education (CAUTHE), Auckland, NZ.
- Williams, K. M. (2020). *Academic Integrity: An exemplar for authentic assessment*. Paper presented at 30th Annual Conference of the Council for Australasian University Tourism and Hospitality Education (CAUTHE), Auckland, NZ.
- Winter, C. (2020). *The Meuse-Argonne American Cemetery*. Paper presented at 30th Annual Conference of the Council for Australasian University Tourism and Hospitality Education (CAUTHE), Auckland, NZ.

Financial Summary

Summary of Financial Results

Consolidated	2020	2019	2018	2017	2016
Summary of Financial Result	\$'000	\$'000	\$'000	\$'000	\$'000
Total Income from transactions	56,892	60,818	62,413	63,044	63,940
Total Expenses from transactions	57,757	65,096	61,869	61,867	57,786
Net result from transactions (Net operating balance)	(865)	(4,278)	544	1,177	6,154
Other economic flows included in net result	(102)	(500)	(171)	(175)	(341)
Net result	(967)	(4,778)	373	1,002	5,813
Other economic flows - other comprehensive income	(332)	12,240	86	22,960	54,288
Comprehensive result	(1,299)	7,462	459	23,962	60,101
Consolidated	2020	2019	2018	2017	2016
Summary of Financial Position	\$'000	\$'000	\$'000	\$'000	\$'000
Total assets	244,828	247,059	226,300	223,370	197,657
Total liabilities	29,628	30,560	17,263	14,792	13,041
Net assets	215,200	216,499	209,037	208,578	184,616

Summary of Significant Changes in Financial Position

There has been no major change to William Angliss Institute's financial position. A decrease in assets of \$2.2m resulted from the net impact of an increase in financial assets of \$1.0m and decrease in non-financial assets of \$3.2m associated with depreciation and amortisation charges on non-financial assets including right of use assets. A decrease in liabilities of \$0.9m resulted from the net impact of a decrease in contract liabilities of \$1.8m partially offset by an increase in other payables.

Summary of Operational and Budgetary Objectives

The Institute's Strategic Plan for 2018-2020 sought to meet the expectations of all stakeholders. The Institute continues to improve educational quality and be responsive to industry needs across all programs.

An overview of achievements and performance statement identifying key performance targets is provided earlier in the Annual Report.

Business Consolidation

Consolidated revenue for the year was \$56.9m. Main revenue streams include Government contracts and grant funding, commercial revenue and international activity including overseas projects and Singapore and China subsidiaries' operations.

Financial Viability

During the year, COVID-19 pandemic had a material impact on the operations of the Consolidated Group which were mitigated through government funding assistance and internal measures to improve profitability.

The consolidated operating deficit (including capital and depreciation) for the year was \$1.0m. Total current assets in 2020 were \$26.8m with current liabilities of \$14.8m.

While there were no events subsequent to balance date likely to have a significant financial impact on the organisation, significant operational challenges associated with COVID-19 are expected to continue in 2021 with a negative impact on financial reserves.

Organisational Viability

The material impact of COVID-19 on operations in the current year, 2021 projected results and high level of uncertainty in relation to ongoing impacts beyond this timeframe present a challenge with respect to organisational viability.

The Institute's commitment to responsible financial management and planning was maintained in 2020 where a range of successful internal measures were taken to mitigate COVID-19 and other adverse business impacts.

The Institute will continue to be responsive to the variable business environment and adapt plans accordingly to preserve organisational viability.

While the William Angliss Institute's 2020 revenue of \$56.9m (excluding capital contributions) was unfavourable to budget for the year, the net deficit result of \$1.0m and generated surplus of \$4.4m before capital, depreciation and fixed asset write off were favourable to budget. The Institute also maintained a working capital ratio of 1.8 at year-end.

Consultants

In 2020, total consultancy expenditure was \$75,650 (ex GST). There was one consultancy where the total fees payable to the consultant was \$10,000 or greater. There were eight consultancies with total expenditure of \$28,950 where the total fees payable were less than \$10,000. The following table constitutes compliance with the requirement to make this information publicly available.

Consultancy valued in excess of \$10,000	Description	\$	Future Commitment
WELLS ADVISORY PTY LTD	Education advisory service	46,700	0

Expenses are approved by the Board as part of the overall budgeting process rather than for specific individual expenditure items. All values are excl. GST.

Information and Communication Technology Expenditure

For 2020 reporting period William Angliss Institute had a total ICT expenditure of \$4.35m with the details shown below.

Business As Usual (BAU) ICT expenditure \$'000 (Total)	Non-Business As Usual (non-BAU) ICT expenditure (Total = Operational expenditure and Capital Expenditure) \$'000	Non-BAU Operational Expenditure \$'000	Non-BAU Capital Expenditure \$'000
4,326	26	26	0

ICT expenditure refers to the cost in providing business-enabled ICT services. It comprises of Business As Usual (BAU) ICT and Non-Business As Usual (Non-BAU) ICT expenditure. Non-BAU expenditure relates to extending or enhancing the current ICT capabilities. BAU ICT is all remaining ICT expenditure which primarily relates to ongoing activities to operate and maintain the current ICT capability.

Disclosures

Disclosures of Ex-Gratia Payments

In 2020 there were no ex-gratia payments made by the Institute.

Disclosures of Remuneration of Executive Officers

Details of remuneration received or due and receivable from the Institute in connection with the management of the Institute, including termination payments paid are provided in Note 8.2 of the Annual Financial Statements.

Superannuation

Name and type of Superannuation Scheme:

- Defined benefit fund – Emergency Services Superannuation Scheme – New and Revised Schemes
- Contribution fund – VicSuper Pty Ltd
- Various other contribution funds

Basis for Calculating Superannuation Contributions

The basis for calculating superannuation contributions is as prescribed by law and by the funds themselves where appropriate.

Details of Loans

As at the reporting date, there were no loans made to the Institute from any superannuation fund.

Details of Recognised Superannuation Liabilities

As at the reporting date, there were \$0.8m outstanding contributions payable to the above funds.

VAGO Auditor General Letter Statement of Performance



Independent Auditor's Report

To the Board of William Angliss Institute of TAFE

Opinion	<p>I have audited the accompanying performance statement of William Angliss Institute of TAFE (the institute) which comprises the:</p> <ul style="list-style-type: none">• performance statement for the year ended 31 December 2020• declaration by Board Chair, Chief Executive Officer and Chief Finance Officer. <p>In my opinion, the performance statement of William Angliss Institute of TAFE in respect of the year ended 31 December 2020 presents fairly, in all material respects.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Standards on Assurance Engagements. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the performance statement</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. I and my staff are independent of the institute in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the performance statement in Victoria and have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Board's responsibilities for the performance statement	<p>The Board is responsible for the preparation and fair presentation of the performance statement and for such internal control as the Board determines is necessary to enable the preparation and fair presentation of the statement of performance that is free from material misstatement, whether due to fraud or error.</p>
Auditor's responsibilities for the audit of the performance statement	<p>As required by the <i>Audit Act 1994</i>, my responsibility is to express an opinion on the performance statement based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the performance statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Standards on Assurance Engagements will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance statement.</p>

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

- identify and assess the risks of material misstatement of performance statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the institute's internal control
- evaluate the overall presentation, structure and content of the performance statement, including the disclosures, and whether performance statement represents the underlying events and results in a manner that achieves fair presentation.

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

MELBOURNE
30 March 2021



Charlotte Jeffries
as delegate for the Auditor-General of Victoria

VAGO Auditor General Letter Financial Report



Independent Auditor's Report

To the Board of William Angliss Institute of TAFE

Opinion	<p>I have audited the consolidated financial report of William Angliss Institute of TAFE (the institute) and its controlled entities (together the consolidated entity) which comprises the:</p> <ul style="list-style-type: none">• consolidated entity and institute balance sheets as at 31 December 2020• consolidated entity and institute comprehensive operating statements for the year then ended• consolidated entity and institute statements of changes in equity for the year then ended• consolidated entity and institute cash flow statements for the year then ended• notes to the financial statements, including significant accounting policies• declaration by Board Chair, Chief Executive Officer and Chief Finance Officer. <p>In my opinion the financial report is in accordance with the financial reporting requirements of Part 7 of the <i>Financial Management Act 1994</i> and Division 60 of the <i>Australian Charities and Not-for-profits Commission Act 2012</i> including:</p> <ul style="list-style-type: none">• presenting fairly, in all material respects, the financial position of the institute and the consolidated entity as at 31 December 2020 and their financial performance and cash flows for the year then ended• complying with Australian Accounting Standards and Division 60 of the <i>Australian Charities and Not-for-profits Commission Regulations 2013</i>.
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the institute and the consolidated entity in accordance with the auditor independence requirements of the <i>Australian Charities and Not-for-profits Commission Act 2012</i> and the ethical requirements of the Accounting Professional and Ethical Standards Board's <i>APES 110 Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>

Board's responsibilities for the financial report	<p>The Board of the institute is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards, the <i>Financial Management Act 1994</i> and the <i>Australian Charities and Not-for-profits Commission Act 2012</i>, and for such internal control as the Board determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Board is responsible for assessing the institute and the consolidated entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.</p>
Auditor's responsibilities for the audit of the financial report	<p>As required by the <i>Audit Act 1994</i>, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.</p> <p>As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:</p> <ul style="list-style-type: none"> • identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. • obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the institute and the consolidated entity's internal control • evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board • conclude on the appropriateness of the Board's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the institute and the consolidated entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the institute and the consolidated entity to cease to continue as a going concern.

Auditor's responsibilities for the audit of the financial report (continued)

- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation
- obtain sufficient appropriate audit evidence regarding the financial information of the entities and business activities within the institute and the consolidated entity to express an opinion on the financial report. I am responsible for the direction, supervision and performance of the audit of the institute and the consolidated entity. I remain solely responsible for my audit opinion.

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

I also provide the Board with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence, and where applicable, related safeguards.

MELBOURNE
30 March 2021



Charlotte Jeffries
as delegate for the Auditor-General of Victoria



William Angliss Institute

Financial Report Declaration

WILLIAM ANGLISS INSTITUTE OF TAFE

FINANCIAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

DECLARATION BY BOARD CHAIR CHIEF EXECUTIVE OFFICER AND CHIEF FINANCE OFFICER

The attached financial statements for William Angliss Institute of TAFE (the "Institute") and its controlled entities (collectively, the "Consolidated Group") have been prepared in accordance with Standing Direction 5.2 of the Standing Directions of the Assistant Treasurer under the Financial Management Act 1994, Division 60 of the Australian Charities and Not-for-profits Commission Act 2012, applicable Financial Reporting Directions, Australian Accounting Standards including interpretations, and other mandatory professional reporting requirements.

We further state that, in our opinion, the information set out in the comprehensive operating statements, balance sheets, statements of changes in equity, cash flow statements and accompanying notes to and forming part of the financial report, presents fairly the financial transactions during the year ended 31 December 2020 and financial position of the Institute and the Consolidated Group as at 31 December 2020.

At the date of signing this financial report, we are not aware of any circumstances that would render any particulars included in the financial report to be misleading or inaccurate.

The Board Chair, Chief Executive Officer, and Chief Finance Officer sign this declaration as delegates of, and in accordance with a resolution of, the Board of William Angliss Institute of TAFE.



Dr A Astin AM, PSM, Board Chair

Date 19 March 2021

Place Melbourne, VIC



Mr N Hunt, Chief Executive Officer

Date 19 March 2021

Place Melbourne, VIC



Ms E Sargent, Chief Finance Officer

Date 19 March 2021

Place Melbourne, VIC

Financial Report

WILLIAM ANGLISS INSTITUTE OF TAFE

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William Angliss Institute of TAFE has presented its audited general-purpose financial statements for the financial year ended 31 December 2020 in the following structure to provide users with the information about the Institute's stewardship of resources entrusted to it.

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Comprehensive Operating Statements

For the year ended 31 December 2020

	Note	Consolidated		Institute	
		2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
CONTINUING OPERATIONS					
<u>Revenue and income from transactions</u>					
Government contributions	2.1.1	26,413	19,838	26,413	19,838
Revenue from fees, charges and sales	2.2	29,396	39,415	27,056	34,639
Other income	2.3	1,083	1,565	820	1,447
Total income from transactions		56,892	60,818	54,289	55,924
<u>Expenses from transactions</u>					
Employee benefits	3.1.1	36,304	35,459	34,906	33,618
Depreciation and amortisation	3.6	5,406	6,092	4,872	5,589
Supplies and services	3.3	12,230	17,902	11,681	16,383
Finance costs	3.5	579	621	561	606
Other operating expenses	3.4	3,238	5,022	2,956	4,496
Total expenses from transactions		57,757	65,096	54,976	60,692
Net result from transactions		(865)	(4,278)	(687)	(4,768)
<u>Other economic flows included in net result</u>					
Net gain/(loss) on non-financial assets	4.1.3	16	(76)	17	6
Net gain/(loss) on financial instruments	9.1a	2	(111)	(83)	167
Other gains/(losses) from other economic flows	9.1b	(120)	(313)	(120)	(313)
Total other economic flows included in net result		(102)	(500)	(186)	(140)
Net result		(967)	(4,778)	(873)	(4,908)
<u>Other economic flows - other comprehensive income</u>					
Items that will be reclassified to profit or loss					
Changes in physical asset revaluation surplus		-	11,987	-	11,987
Exchange difference on translation of foreign operations		(332)	253	-	-
Comprehensive result		(1,299)	7,462	(873)	7,079

Balance Sheets

As at 31 December 2020

	Note	Consolidated		Institute	
		2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
ASSETS					
<u>Financial assets</u>					
Cash and deposits	6.1	23,974	21,131	18,736	16,960
Receivables	5.1	1,603	3,484	1,795	1,627
Investments and other financial assets	4.4	463	463	3,013	3,013
Total financial assets		26,040	25,078	23,544	21,600
<u>Non-financial assets</u>					
Property, plant and equipment	4.1	199,557	200,980	199,534	200,980
Right of use assets	6.3	11,766	12,126	10,823	11,780
Intangible assets	4.2	6,215	7,187	6,199	7,162
Other non-financial assets	5.2	1,250	1,688	1,088	1,498
Total non-financial assets		218,788	221,981	217,644	221,420
Total assets		244,828	247,059	241,188	243,020
LIABILITIES					
Payables	5.3	3,914	3,519	7,401	6,592
Contract liabilities	5.4	3,954	5,756	3,687	5,337
Employee provisions	5.5	7,003	6,531	6,970	6,498
Other provisions	5.6	819	825	751	751
Lease liabilities	6.3	13,938	13,929	12,988	13,578
Total liabilities		29,628	30,560	31,797	32,756
Net assets		215,200	216,499	209,391	210,264
EQUITY					
Accumulated surplus / (deficit)		25,943	26,921	19,491	20,364
Contributed capital	6.2	29,436	29,436	29,436	29,436
Reserves	9.2	159,821	160,142	160,464	160,464
Net worth		215,200	216,499	209,391	210,264

Statements of Changes in Equity

For the year ended 31 December 2020

	Physical assets revaluation surplus \$'000	Foreign currency translation reserve \$'000	Statutory reserve fund China \$'000	Accumulated surplus \$'000	Contributions by owner \$'000	Total \$'000
CONSOLIDATED						
As at 1 January 2019	148,477	(577)	-	31,701	29,436	209,037
Net result for the year	-	-	-	(4,778)	-	(4,778)
Other economic flows - other comprehensive income	11,987	253	-	-	-	12,240
Total comprehensive income	11,987	253	-	(4,778)	-	7,462
Transfer to accumulated surplus	-	-	2	(2)	-	-
Year ended 31 December 2019	160,464	(324)	2	26,921	29,436	216,499
Net result for the year	-	-	-	(967)	-	(967)
Other economic flows - other comprehensive income	-	(332)	-	-	-	(332)
Total comprehensive income	-	(332)	-	(967)	-	(1,299)
Transfer to accumulated surplus	-	-	11	(11)	-	-
Year ended 31 December 2020	160,464	(656)	13	25,943	29,436	215,200
INSTITUTE						
As at 1 January 2019	148,477	-	-	25,272	29,436	203,185
Net result for the year	-	-	-	(4,908)	-	(4,908)
Other economic flows - other comprehensive income	11,987	-	-	-	-	11,987
Total comprehensive income	11,987	-	-	(4,908)	-	7,079
Year ended 31 December 2019	160,464	-	-	20,364	29,436	210,264
Net result for the year	-	-	-	(873)	-	(873)
Other economic flows - other comprehensive income	-	-	-	-	-	-
Total comprehensive income	-	-	-	(873)	-	(873)
Year ended 31 December 2020	160,464	-	-	19,491	29,436	209,391

Cash Flow Statements

For the year ended 31 December 2020

	Note	Consolidated		Institute	
		2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
CASH FLOWS FROM OPERATING ACTIVITIES					
<u>Receipts</u>					
Government contributions		29,054	21,822	29,054	21,822
User fees and charges received		29,242	45,251	25,503	41,573
Goods and services tax recovered		112	-	104	-
Interest received		136	353	116	304
Other receipts		947	1,212	704	1,143
Total receipts from operating activities		59,491	68,638	55,481	64,842
<u>Payments</u>					
Payments to suppliers and employees		(53,280)	(60,853)	(51,002)	(57,023)
Goods and services tax paid		-	(30)	-	(61)
Short-term, low value and variable lease payments		-	(150)	-	(57)
Interest paid – lease liabilities		(579)	(621)	(561)	(606)
Total payments from operating activities		(53,859)	(61,654)	(51,563)	(57,747)
Net cash flows from operating activities	6.1.1	5,632	6,984	3,918	7,095
CASH FLOWS FROM INVESTING ACTIVITIES					
Payment to related entities		-	-	(62)	(125)
Payments for property, plant and equipment		(1,497)	(1,026)	(1,497)	(1,015)
Proceeds from sales of non-financial assets		16	23	48	1
Net cash flows used in investing activities		(1,481)	(1,003)	(1,511)	(1,139)
CASH FLOWS FROM FINANCING ACTIVITIES					
Payment of lease liabilities - principal		(1,155)	(1,029)	(631)	(551)
Net cash flows used in financing activities		(1,155)	(1,029)	(631)	(551)
Net increase in cash and cash equivalents		2,996	4,952	1,776	5,405
Cash and cash equivalents at beginning of year		21,131	15,926	16,960	11,555
Effect of foreign currency transactions		(153)	253	-	-
Cash and cash equivalents at end of year	6.1	23,974	21,131	18,736	16,960

WILLIAM ANGLISS INSTITUTE OF TAFE

1. ABOUT THIS REPORT

William Angliss Institute of TAFE is a statutory body corporate, established pursuant to an Act made by the Victorian Government under the Education and Training Reform Act 2006 Section 3.1.12 4(a).

Its registered office and principal address is:

William Angliss Institute of TAFE
555 La Trobe Street
Melbourne, VIC 3000
Australia

1.1 Basis of preparation

These financial statements are presented in Australian dollars, the functional and presentation currency of William Angliss Institute of TAFE (the "Institute") and its controlled entities as an individual reporting entity hereafter known as the ("Consolidated Group"). These financial statements have been prepared in accordance with the historical cost convention, unless a different measurement basis is specifically disclosed in the notes associated with the item measured on a different basis. Amounts in the financial report have been rounded to the nearest thousand dollars, unless otherwise stated.

The accrual basis of accounting has been applied in the preparation of these financial statements whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the financial information being presented. The estimates and associated assumptions are based on professional judgements derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The estimates and associated assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision.

Judgements made by management in the application of Australian Accounting Standards (AAS) that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 7.3);
- actuarial assumptions for employee benefit provisions based on likely tenure of existing staff, patterns of leave claims, future salary movements and future discount rates (refer to Note 5.5);
- the recognition of revenue in relation to contracts with customers (refer to Note 2.2);
- AASB 16 Leases and the requirements to determine the lease term to the extent that extension options are certain (refer to Note 6.3); and
- Estimates of the likelihood that trade and student debts will be paid.

These financial statements cover William Angliss Institute of TAFE and its controlled entities as an individual reporting entity and include all the controlled activities of William Angliss Institute of TAFE.

Transactions and balances

Foreign currency transactions are translated into functional currency using the exchange rates prevailing at the date of the transaction. Foreign currency monetary items are translated at the year-end exchange rate. Non-monetary items measured at historical cost continue to be carried at the exchange rate at the date of the transaction. Non-monetary items measured at fair value are reported at the exchange rate at the date when fair values were determined.

Foreign currency translation differences are recognised in Comprehensive Operating Statement, in the period in which they arise.

Group entities

The financial results and position of foreign operations whose functional currency is different from the Consolidated Group's presentation currency are translated as follows:

- Assets and liabilities are translated at year-end exchange rates prevailing at that reporting date; and
- Income and expenses are translated at average exchange rates for that period.

Exchange differences arising on translation of foreign operations are recognised as a separate component of equity. When a foreign operation is sold or any borrowings forming part of the net investment are repaid, a proportionate share of such exchange differences are recognised in the Comprehensive Operating Statement as part of the gain or loss on sale where applicable.

WILLIAM ANGLISS INSTITUTE OF TAFE

1. ABOUT THIS REPORT

1.1 Basis of preparation (continued)

Goods and Services Tax (GST)

Income and expenses are recognised net of the amount of associated GST.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.

Basis of consolidation

In accordance with AASB 10 Consolidated Financial Statements, William Angliss Institute of TAFE consolidates its controlled entities on the basis that control exists when an entity is exposed to, or has rights to, variable returns from its involvement with the entity and has the ability to affect those returns through its power over the entity. The financial statements of entities included in the consolidated financial statements are from the date on which control commences until the date on which control ceases.

In preparing consolidated financial statements for the Consolidated Group, all material transactions and balances between consolidated entities are eliminated.

Funding risk

Funding risk is the risk of over-reliance on a particular funding source to the extent that a change in that funding source could impact on the operating results of the current year and future years.

The Institute has substantial economic dependency on State Government operating and capital contributions.

The Institute manages funding risk by continuing to diversify and increase funding from commercial activities, both domestically and offshore.

There has been no significant change in the Institute's objectives, policies and processes for managing funding risk or the methods used to measure this risk from the previous reporting period however its economic dependency on State Government has increased during 2020 due to the impact of COVID-19.

1.2 Compliance information

These general purpose financial statements have been prepared in accordance with the *Financial Management Act 1994 (FMA)*, the *Australian Charities and Not-for-profits Act 2012* and applicable AAS, which include Interpretations, issued by the Australian Accounting Standards Board (AASB). In particular, they are presented in a manner consistent with the requirements of AASB 1049 *Whole of Government and General Government Sector Financial Reporting*.

For the purposes of preparing financial statements, the Institute is classed as a not-for-profit entity. Where appropriate, those AAS paragraphs applicable to not-for-profit entities have been applied.

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported. Accounting policies applied are disclosed in sections where the related balance or financial statement matter is disclosed.

1.3 Impact of COVID-19

On 16 March 2020 a state of emergency was declared in Victoria due to the global pandemic COVID-19 virus, known as coronavirus. A state of disaster was subsequently declared on 2 August 2020.

To contain the spread of the virus and to prioritise the health and safety of our communities various restrictions were announced and implemented by the state and federal governments which in turn impacted both activity levels and the manner of business operations of the Institute.

Similarly, our controlled entities with offshore operations were impacted by foreign governments' COVID-19 responses across a range of jurisdictions which also impacted activity levels and the manner of business operations.

During the year, COVID-19 has had a material impact on the operations of the Consolidated Group and as a consequence has resulted in a number of material impacts on the performance of the Consolidated Group as well as the judgements and estimates used in assessing balances.

WILLIAM ANGLISS INSTITUTE OF TAFE

1. ABOUT THIS REPORT

1.3 Impact of COVID-19 (continued)

The Institute's COVID-19 response included: transferring to remote learning where possible; adjusted physical class sizes to accommodate COVID-19 social distancing protocols; placing restrictions on non-essential work; implementing work from home arrangements where appropriate; regular additional campus cleaning and development of a controlled campus entry check point incorporating temperature checks and maintenance of contract tracing data.

The key impacts on the performance as well as various accounting treatments and estimates are summarised below and disclosed in subsequent notes where relevant and material.

The key impacts on the performance is summarised as follows:

Revenue and other income

Key COVID-19 factors impacting revenue include alternative course delivery modes, specific hospitality tourism and events sector impacts, international travel restrictions and changes to students' personal circumstances. These factors have negatively impacted both B2B demand for training services and student enrolments across most Institute programs. This is further discussed in Note 2.2.

State government support in the form of Crisis Support funding and Business Continuity grants was received to:

- Assist the Institute with its immediate response to the pandemic
- Provide support to retain staff
- Assist with the Institute's transition to online and remote learning
- Maintain government funding at pre-pandemic levels

This is further discussed in Note 2.1

Expenses

The Institute's daily activities were impacted by the pandemic. Lower training activity levels and extended lockdown periods contributed to significant decreases in contract services and professional services. Restricted work activities enabled redeployment of staff internally to fill existing vacancies. This is further discussed in Note 3.3 and Note 3.4.

Liquidity Risk

Ongoing operating challenges associated with COVID-19 are expected to continue in 2021 with a net cash outflow forecasted. The Department of Education and Training has provided a letter of comfort to the Institute to provide a level of assurance that financial assistance will be made available for the Institute to continue as a going concern if required.

The key impacts on accounting treatments and estimates are as follows:

Fair value of non-financial physical assets

Non-financial physical assets are measured at fair value on a cyclical basis, in accordance with Financial Reporting Direction (FRD) 103H. A full revaluation of education assets normally occurs every five years, with this last occurring for the year ended 31 December 2017. Additionally, a management revaluation of land was undertaken in 2019 as a result of an annual fair value assessment indicating a material change in value. Due to COVID-19, there is an increased element of estimation uncertainty with regard to the fair values of the Institute's non-financial physical assets. This is further discussed in Note 7.3.

Going concern basis of preparation

In respect of these consolidated financial statements, the impact of COVID-19 is primarily relevant to estimates of future performance which is in turn relevant to the assessment of going concern. In making estimates of future performance, the following assumptions and judgements in relation to the potential impact of COVID-19 have been applied by the Consolidated Group. Actual results may differ from these estimates under different assumptions and conditions.

- the Institute will have access if needed to further government support
- the Institute's planning assumes there is no significant 'third wave' event which results in major lockdowns (similar to those experienced in Victoria in the second half of 2020) impacting the delivery of education in Australia.
- Existing international travel restrictions will continue to impact 2021 international student enrolment numbers.

This is further discussed in Note 1.4.

WILLIAM ANGLISS INSTITUTE OF TAFE

1. ABOUT THIS REPORT

1.4 Going Concern

As disclosed in the financial statements, the Consolidated Group incurred a loss of \$0.967 million and recorded net cash inflows from operating activities of \$5.632 million for the year ended 31 December 2020.

The impact of the COVID-19 pandemic on TAFE finances is expected to continue in 2021, which is likely to require the Consolidated Group to draw on its cash reserves to cover its operating costs.

Where there is a risk of a low cash reserve position, the Department of Education and Training has provided a letter of comfort to guarantee the cash solvency of William Angliss Institute of TAFE as a state-owned entity.

The letter of comfort provides assurance that financial assistance will be made available to William Angliss Institute of TAFE until April 2022 (if required) and to enable William Angliss Institute of TAFE to continue as a going concern.

On that basis, the financial statements for William Angliss Institute of TAFE have been prepared on a going concern basis.

WILLIAM ANGLISS INSTITUTE OF TAFE

2. HOW WE EARNED OUR FUNDS

2.1 Government contributions

2.1.1 Revenue from government contributions

	Consolidated		Institute	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Grants and other transfers				
Government contributions – operating				
State government – contestable	12,631	12,209	12,631	12,209
State government – other contributions	13,782	7,629	13,782	7,629
Total government contributions – operating	26,413	19,838	26,413	19,838

IMPACT OF COVID-19

In 2020, the Institute received \$6.2 million in crisis support funding to assist them with its immediate response to the pandemic, and \$3.5 million in business continuity grants to support the retention of staff, transition to on-line and remote learning, and to maintain government funding at pre-pandemic levels. The impact of COVID-19 is further discussed in Note 1.3.

The following table provides a breakdown of state government contributions on timing of revenue recognition.

	Consolidated		Institute	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Revenue recognised over time	9,095	12,209	9,095	12,209
Revenue recognised at a point in time	17,318	7,629	17,318	7,629
Total revenue from fees, charges and sales	26,413	19,838	26,413	19,838

Significant judgement is applied to assess if a grant or contract is enforceable and contains sufficiently specific performance obligations.

Where grants or contracts are recognised over time, the input method of costs incurred-to-date will be used to measure progress towards satisfaction of the performance obligation. The nature of the service or product and its satisfaction is directly related to the expert knowledge used to provide the service or produce the product. Costs incurred-to-date mainly comprise salaries accordingly, costs incurred-to-date is the best measure of the transfer of control over the service or product.

Revenue is measured at the amount of consideration to which the Consolidated Group expects to be entitled in exchange for transferring promised goods or services to a customer. Specific revenue recognition criteria are set out below.

Revenue Type	Nature	Performance obligation	Timing of satisfaction
State government – contestable	Refers to contributions received from government for training delivery. Funding is allocated primarily through a 'User Choice' system.	Provision of education services	Over time, as the student receives and consumes the educational services, with the exception of \$3.5 million in business continuity grants received in 2020 that were recognised on receipt of payment.
State government – other contributions	Refers to funding such as specific-purpose grants.	These categories meet the criteria to be recognised as a contract with a customer if the below facts and circumstances exist. Otherwise, they are recognised on receipt or right to receive payment.	
		Provision of a final product. For example, a conceptual framework with measures or an evaluation report containing data and recommendations.	At the point-in-time when the final product is delivered. Where the customer controls the benefit throughout the agreement term, the revenue will be recognised over time as the service is provided.

WILLIAM ANGLISS INSTITUTE OF TAFE

2. HOW WE EARNED OUR FUNDS

2.2 Revenue from fees, charges and sales

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Student fees and charges	5,025	6,140	5,025	6,140
Fee for service – government	1	8	1	8
Fee for service – international operations – onshore	18,793	21,656	18,791	21,970
Fee for service – international operations – offshore	2,773	4,799	435	-
Fee for service – other	2,071	4,486	2,071	4,197
Other non-course fees and charges				
Sale of goods	733	2,326	733	2,324
Total revenue from fees, charges and sales	29,396	39,415	27,056	34,639

*Student fees and charges revenue includes student fees paid by the Federal Government through the VET Student Loan and Fee Help Schemes. For 2020 this amount was \$2.438m (2019: \$2.239m)

IMPACT OF COVID-19

Due to COVID-19 and associated restrictions including an extended lockdown and international travel bans, the Consolidated Group experienced a material reduction in expected revenue from fees, charges and sales. The decrease for the year in total revenue from fees, charges and sales for the Consolidated Group was \$10.0m (Institute: \$7.6m). The impact of COVID-19 is further discussed in Note 1.3.

The following table provides a breakdown of contractual sales with customers based on timing of revenue recognition.

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Revenue recognised over time	28,663	37,089	26,323	32,315
Revenue recognised at a point in time	733	2,326	733	2,324
Total revenue from fees, charges and sales	29,396	39,415	27,056	34,639

The timing of satisfaction of a sufficiently specific performance obligation and the amount of revenue to be allocated to each performance obligation involves significant judgement. The accounting policy below outlines the material performance obligations and how and when these are satisfied.

Revenue for student fees and charges is recognised as the course is delivered to the student and is measured as the amount the Consolidated Group expects to be entitled to. Any fee waivers are recognised as a reduction in the amount of revenue recognised. Where revenue has been received for programs or services to be delivered in the following year, these amounts are deferred as a contract liability.

WILLIAM ANGLISS INSTITUTE OF TAFE

2. HOW WE EARNED OUR FUNDS

Other non-course fees and charges are recognised as the service is delivered to the student or the public. For example, rent revenue is recognised as the Institute provides the use of the space to the tenant.

The Institute uses performance obligations as set out in project plans to recognise revenue over time in line with AASB 15.

Revenue Type	Nature	Performance obligation	Timing of satisfaction
Student fees and charges	The Institute provides educational services to the general public through state government supported training for which student fees and charges are applicable.	Provision of education services	Course fees and charges revenue is recognised as the course is delivered to the student and is measured as the amount the Consolidated Group expects to be entitled to. Any fee waivers are recognised as a reduction in the amount of revenue recognised. Where revenue has been received for programs or services to be delivered in the following year, these amounts are deferred as a contract liability.
Fee for service – government, international operations	Fee for service relates to course fees funded by government or students.	Provision of services	Revenue is recognised by reference to the percentage completion of each contract, i.e. in the reporting period in which the services are rendered. Where fee for service revenue of a reciprocal nature has been clearly received in respect of programs or services to be delivered in the following year, such amounts are disclosed as a contract liability.
Fee for service – other	Relates to business funded training services and non-course fees and charges.	Provision of services	Other non-course fees and charges are recognised as the service is delivered. For example, rent is recognised as the Consolidated Group provides the use of space to the public.
Revenue from sale of goods	Physical goods sold.	Delivery of goods	Revenue is recognised when the goods are delivered and have been accepted by customers. Sales are recognised based on the contractual price, net of any discounts (if applicable). Payment of transaction price is due immediately.

WILLIAM ANGLISS INSTITUTE OF TAFE

2. HOW WE EARNED OUR FUNDS

Revenue recognised in relation to contract liabilities

The following table shows how much of the revenue recognised in the current reporting period relates to carried-forward contract liabilities.

Revenue recognised that was included in the contract liability balance at the beginning of the period:

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Student fees and charges	696	939	696	939
Fee for service	5,060	3,932	4,641	3,520
	5,756	4,871	5,337	4,459

Transaction price allocated to remaining performance obligations

Revenue is recognised on a quantitative basis using the time bands that are most appropriate for the duration of the remaining performance obligations.

The following table includes revenue expected to be recognised in the future related to performance obligations that are unsatisfied (or partially satisfied) at the reporting date:

Consolidated	2021 \$'000	2022 \$'000	2023 \$'000
Revenue expected to be recognised	3,954	-	-

Institute	2021 \$'000	2022 \$'000	2023 \$'000
Revenue expected to be recognised	3,687	-	-

Note: These are estimates only, based on professional judgement and past experience.

Payment terms

The payment terms for student fees are as follows:

- up-front payment via cash, EFTPOS or credit card prior to course commencement;
- payment plan;
- federal government assistance (VET Student Loan); and/or
- invoice to a third party (e.g. a student's employer or workers' compensation provider), (payment terms are 30 days).

Students are generally entitled to a refund (less administration fee) if they withdraw from a course prior to the applicable census date (for Diploma and above), or the published criteria for all other courses. Students who withdraw after this time are generally not entitled to a refund.

2.3 Other income

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Interest income	136	353	116	304
Rental income	259	209	259	209
Donations, bequests and contributions	92	70	54	50
Other	596	933	391	884
Total other income	1,083	1,565	820	1,447

WILLIAM ANGLISS INSTITUTE OF TAFE

2. HOW WE EARNED OUR FUNDS

Other Income Type	Nature	Performance obligation	Timing of satisfaction
Interest	Interest income includes interest received on bank term deposits and other investments and the unwinding over time of the discount on financial assets.	None	Recognised taking into account the effective interest rates applicable to the financial assets.
Rental income	The Institute receives rental income for certain land and buildings leased out to the general public during the semester break period and when the buildings are excess to the current requirement.	Provision of services	Rental income is recognised on a time proportional basis and is brought to account when the Institute's right to receive the rental is established.
Donations and bequests	From time to time, generous benefactors may provide donations or gifts to further the objectives of the Consolidated Group. Typically, donations and bequests do not contain performance obligations that are sufficiently specific.	None	Recognised on receipt, when there are no sufficiently specific performance obligations or it cannot be identified when the obligation is satisfied. Typically, the stated purpose of the gift is not specific enough for the requirements of the standard. In the rare circumstance where a gift has a sufficiently specific performance obligation revenue will be recognised when or as the obligation is satisfied.
Other income		Other income is recognised when the Institute's right to receive payment is established.	

2.3.1 Leases receivable

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Receivable:				
Within one year	277	104	277	104
Later than one year but not later than five years	352	262	352	262
Later than five years	-	5	-	5
Total leases receivable	629	371	629	371
GST payable on the above	57	34	57	34
Net operating leases receivable	572	337	572	337

Rental income from operating leases is recognised on a straight-line basis over the term of the relevant lease.

All incentives for the agreement of a new or renewed operating lease are recognised as an integral part of the net consideration agreed for the use of the leased asset.

WILLIAM ANGLISS INSTITUTE OF TAFE

3. HOW WE EXPENDED OUR FUNDS

3.1 Employee benefits

The present value of employee benefit obligations including annual leave, long service leave and on-costs are determined using various assumptions that may differ from actual developments in the future. These include future salary growth rate, future discount rates, tenure of existing staff, and patterns of leave claims.

All assumptions are reviewed at each reporting date.

3.1.1 Employee benefits in the comprehensive operating statement

	Consolidated		Institute	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Salaries, wages, overtime and allowances	27,759	27,837	26,550	26,184
Superannuation	3,497	2,763	3,351	2,691
Payroll tax	1,521	1,472	1,502	1,445
Workers compensation	218	186	213	178
Annual leave	2,596	2,442	2,586	2,381
Long service leave	713	759	704	739
Total employee benefits	36,304	35,459	34,906	33,618

Employee expenses include all costs related to employment, including wages and salaries, fringe benefits tax, leave entitlements, termination payments and WorkCover premiums. Superannuation expenses / benefits disclosed above are employer contributions that are paid or payable during the reporting period.

Termination benefits are payable when employment is terminated before the normal retirement date, or when an employee accepts voluntary redundancy in exchange for these benefits. The Institute recognises termination benefits when it is demonstrably committed to either terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing termination benefits as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than 12 months after balance sheet date are discounted to present value.

WILLIAM ANGLISS INSTITUTE OF TAFE

3. HOW WE EXPENDED OUR FUNDS

3.2 Superannuation

Institute employees are entitled to receive superannuation benefits and the Institute contributes to both defined benefit and defined contribution plans. The defined benefit plan provides benefits based on years of service and final average salary.

The Institute does not recognise any defined benefit liability in respect of the plan because the entity has no legal or constructive obligation to pay future benefits relating to its employees; its only obligation is to pay superannuation contributions as they fall due. The Department of Treasury and Finance recognises and discloses the state's defined benefit liabilities in its financial statements.

However, superannuation contributions paid or payable for the reporting period are included as part of employee benefits in the Comprehensive Operating Statement of the Institute.

The name and details of the major employee superannuation funds and contributions made by the Institute are as follows:

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Paid contribution for the year				
Defined benefit plans:				
State Superannuation Fund – revised and new	115	96	115	96
Total defined benefit plans	115	96	115	96
Accumulation contribution plans:				
VicSuper	1,179	858	1,170	849
Other	1,801	1,497	1,786	1,437
Total accumulation contribution plans	2,980	2,355	2,956	2,286
Total paid contribution for the year	3,095	2,451	3,071	2,382
Contribution outstanding at year end				
Defined benefit plans:				
State Superannuation Fund – revised and new	-	12	-	9
Total defined benefit plans	-	12	-	9
Accumulation contribution plans:				
VicSuper	232	108	229	73
Other	370	193	368	121
Total accumulation contribution plans	602	301	597	194
Total contribution outstanding at year end	602	313	597	203

Accumulation contribution plans

Contributions are expensed when they become payable.

The bases for contributions are determined by the various schemes.

The above amounts were measured as at 31 December of each year; or in the case of employer contributions, they relate to the years ended 31 December.

Defined Contribution Plans

Contributions to defined contribution plans are expensed when they become payable.

Defined Benefit Plans

The expenses recognised represent the contributions made by the Institute to the superannuation plan in respect of current services of current staff of the Institute which are based on the relevant rules of each plan.

WILLIAM ANGLISS INSTITUTE OF TAFE

3. HOW WE EXPENDED OUR FUNDS

3.3 Supplies and services

	Consolidated		Institute	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Building repairs and maintenance	885	583	886	582
Rental payments	281	432	222	211
Contract and other services	2,545	3,764	2,445	3,599
Cost of goods sold / distributed (ancillary trading)	1,554	2,586	1,530	2,524
Purchase of supplies and consumables	2,286	3,355	2,271	3,303
Professional fees and charges	2,988	4,496	2,801	3,798
Third party training providers	1,670	2,651	1,505	2,332
Computer software and hardware expenses	21	35	21	34
Total supplies and services	12,230	17,902	11,681	16,383

IMPACT OF COVID-19

Lockdown periods and lower training levels associated with COVID-19 contributed to a reduction in expenses of \$5.7m with key savings in professional fees and charges, third party training providers and contract services. The impact of COVID-19 is further discussed in Note 1.3.

Supplies and services are recognised as expenses in the reporting period in which they are incurred. The carrying amounts of any inventories held for distribution are expensed when the inventories are distributed.

3.3.1 Non-cancellable lease commitments – short-term and low value leases

Commitments for minimum lease payments for short-term and low-value leases are payable as follows:

	Consolidated		Institute	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Payable				
Within one year	24	56	-	-
Later than one year but not later than five years	-	-	-	-
Later than five years	-	-	-	-
Total lease commitments	24	56	-	-
GST payable on the above	1	-	-	-
Net short-term and low-value lease commitments	23	56	-	-

3.3.2 Other expenditure commitments

Commitments for future maintenance, repairs or enhancements to buildings in existence at reporting date but not recognised as liabilities are as follows:

	Consolidated		Institute	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Payable				
Within one year	58	43	43	26
Later than one year but not later than five years	83	10	83	10
Later than five years	-	-	-	-
Total other expenditure commitments	141	53	126	36
GST payable on the above	11	5	11	3
Net other expenditure commitments	130	48	115	33

WILLIAM ANGLISS INSTITUTE OF TAFE

3. HOW WE EXPENDED OUR FUNDS

3.4 Other operating expenses

	Consolidated		Institute	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Audit fees and services	255	254	190	198
Bad debts from transactions	213	314	202	303
Equipment below capitalisation threshold	48	132	48	128
Marketing and promotional expenses	645	805	642	794
Staff development	150	173	144	172
Travel and motor vehicle expenses	258	1,276	204	782
Utilities	951	1,072	937	1,049
General expenses	718	996	589	1,070
Total other operating expenses	3,238	5,022	2,956	4,496

IMPACT OF COVID-19.

Key impacts on 'Other operating expenses' associated with COVID-19 include lower travel and motor vehicle expenses associated with lockdown and international and national travel restrictions. The impact of COVID-19 is further discussed in Note 1.3.

Other operating expenses generally represent the day-to-day running costs incurred in normal operations and are recognised when they are incurred and reported in the financial year to which they relate.

Audit fees and services relate to costs associated with internal audit services, as well as remuneration to the Victorian Auditor-General's Office for the audit of the financial statements.

3.5 Finance costs

	Consolidated		Institute	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Interest on lease liabilities	579	621	561	606
Total finance costs	579	621	561	606

3.6 Depreciation and amortisation

	Consolidated		Institute	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Depreciation of property, plant and equipment	2,867	3,614	2,864	3,600
Depreciation of right of use assets	1,523	1,467	999	984
Amortisation of intangible assets	1,016	1,011	1,009	1,005
Total depreciation and amortisation	5,406	6,092	4,872	5,589

WILLIAM ANGLISS INSTITUTE OF TAFE

4. THE ASSETS WE INVESTED IN

4.1 Property, plant and equipment

Fair value measurement

Where the assets included in this section are carried at fair value, additional information is disclosed in Note 7.3 in connection with how those fair values were determined.

In accordance with government purpose classifications (used by the Australian Bureau of Statistics to classify expenses and acquisitions of non-financial assets of the public sector and general government sector), the Institute's property, plant and equipment are assets used for the purpose of education. Property, plant and equipment includes all operational assets.

	Gross carrying amount		Accumulated depreciation		Net carrying amount	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
CONSOLIDATED						
Land	143,136	143,136	-	-	143,136	143,136
Buildings	53,280	52,069	(4,754)	(3,147)	48,526	48,922
Construction in progress	165	447	-	-	165	447
Plant and equipment	19,931	19,486	(17,750)	(17,207)	2,181	2,279
Motor vehicles	327	327	(267)	(205)	60	122
Leasehold improvements	6,934	6,947	(1,515)	(953)	5,419	5,994
Library books	1,314	1,291	(1,244)	(1,211)	70	80
Net carrying amount	225,087	223,703	(25,530)	(22,723)	199,557	200,980
INSTITUTE						
Land	143,136	143,136	-	-	143,136	143,136
Buildings	53,280	52,069	(4,754)	(3,147)	48,526	48,922
Construction in progress	165	447	-	-	165	447
Plant and equipment	19,498	19,047	(17,340)	(16,768)	2,158	2,279
Motor vehicles	327	327	(267)	(205)	60	122
Leasehold improvements	6,762	6,762	(1,343)	(768)	5,419	5,994
Library books	1,314	1,291	(1,244)	(1,211)	70	80
Net carrying amount	224,482	223,079	(24,948)	(22,099)	199,534	200,980

Initial recognition

Immediately upon acquisition, items of property, plant and equipment are measured initially at cost and subsequently revalued at fair value less accumulated depreciation and impairment. Where an asset is received for no or nominal consideration, the cost is the asset's fair value at the date of acquisition.

The cost of constructed non-financial physical assets includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

The cost of leasehold improvements is capitalised and depreciated over the shorter of the remaining term of the lease or their estimated useful lives.

WILLIAM ANGLISS INSTITUTE OF TAFE

4. THE ASSETS WE INVESTED IN

Subsequent measurement

Where there is an indication that the value of property, plant and equipment has changed, these assets are subsequently measured at fair value less accumulated depreciation and impairment. Fair value is determined with regard to the asset's highest and best use (considering legal or physical restrictions imposed on the asset, public announcements or commitments made in relation to the intended use of the asset) and is summarised by asset category.

Non-specialised land and non-specialised buildings are valued using the market approach, whereby assets are compared to recent comparable sales or sales of comparable assets that are considered to have nominal value.

Specialised land and specialised buildings: The market approach is also used for specialised land, although is adjusted for the Community Service Obligation (CSO) to reflect the specialised nature of the land being valued.

The CSO adjustment is a reflection of the valuer's assessment of the impact of restrictions associated with an asset to the extent that is also equally applicable to market participants.

For the majority of the Institute's specialised buildings, the depreciated replacement cost method is used, adjusting for the associated depreciation.

The fair value of plant, equipment and vehicles is normally determined by reference to the asset's depreciated replacement cost.

The last formal revaluation of land and building assets (including land improvements) was conducted for the year ended 31 December 2017. Additionally, a management revaluation of land was undertaken in 2019 as a result of an annual fair value assessment indicating a material change in value. For the year ended 31 December 2020, an assessment was conducted using indices provided by the Office of the Victorian Valuer-General. No revaluation was required as a result of this assessment.

Revaluations of non-financial physical assets

Non-current physical assets measured at fair value are revalued in accordance with Financial Reporting Directions (FRDs) issued by the Assistant Treasurer.

Refer to Note 7.3 for additional information on fair value determination of property, plant and equipment.

4.1.1 Reconciliation of movements in carrying amount of property, plant and equipment

	Land \$'000	Buildings \$'000	Construction in progress \$'000	Plant and equipment \$'000	Motor vehicles \$'000	Leasehold improvements \$'000	Library books \$'000	Total \$'000
Consolidated								
2020								
Opening net book amount	143,136	48,922	447	2,279	122	5,994	80	200,980
Additions	-	-	1,474	-	-	-	23	1,497
Revaluations	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	(6)	-	(6)
Transfers	-	1,205	(1,756)	505	-	-	-	(46)
Depreciation	-	(1,601)	-	(602)	(62)	(569)	(33)	(2,867)
Effects of movement in exchange rate	-	-	-	(1)	-	-	-	(1)
Net carrying amount	143,136	48,526	165	2,181	60	5,419	70	199,557
Consolidated								
2019								
Opening net book amount	131,148	50,482	69	3,242	234	6,524	82	191,781
Additions	-	-	1,024	-	-	-	30	1,054
Revaluations	11,988	-	-	-	-	(137)	-	11,851
Disposals	-	-	-	-	(28)	(1)	-	(29)
Transfers	-	11	(646)	506	-	66	-	(63)
Depreciation	-	(1,571)	-	(1,469)	(84)	(458)	(32)	(3,614)
Effects of movement in exchange rate	-	-	-	-	-	-	-	-
Net carrying amount	143,136	48,922	447	2,279	122	5,994	80	200,980
Institute								
2020								
Opening net book amount	143,136	48,922	447	2,279	122	5,994	80	200,980
Additions	-	-	1,474	-	-	-	23	1,497
Revaluations	-	-	-	-	-	-	-	-
Disposals	-	-	-	(27)	-	(6)	-	(33)
Transfers	-	1,205	(1,756)	505	-	-	-	(46)
Depreciation	-	(1,601)	-	(599)	(62)	(569)	(33)	(2,864)
Net carrying amount	143,136	48,526	165	2,158	60	5,419	70	199,534
Institute								
2019								
Opening net book amount	131,148	50,482	67	3,242	234	6,509	82	191,764
Additions	-	-	1,024	-	-	-	30	1,054
Revaluations	11,988	-	-	-	-	(137)	-	11,851
Disposals	-	-	-	-	(28)	-	-	(28)
Transfers	-	11	(644)	506	-	66	-	(61)
Depreciation	-	(1,571)	-	(1,469)	(84)	(444)	(32)	(3,600)
Net carrying amount	143,136	48,922	447	2,279	122	5,994	80	200,980

WILLIAM ANGLISS INSTITUTE OF TAFE

4. THE ASSETS WE INVESTED IN

4.1.2 Capital commitments

These capital commitments are recorded below at their nominal value and inclusive of GST.

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Payable				
Within one year	4,130	-	4,130	-
Later than one year but not later than five years	-	-	-	-
Later than five years	-	-	-	-
Total capital expenditure commitments	4,130	-	4,130	-
GST payable on the above	375	-	375	-
Net capital expenditure commitments	3,755	-	3,755	-

On 16 September 2020, the Institute was awarded a \$4.1 million asset maintenance grant under the Government Building Works Package to improve the facility of the Institute, meet industry standards, compliance requirements and students' expectations.

4.1.3 Gain / loss on property, plant and equipment

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Net gain/(loss) on disposal of property plant and equipment	17	17	17	17
Net foreign exchange gain/(loss) arising from non-financial assets	(1)	(93)	-	(11)
Net gain/(loss) on disposal of property plant and equipment	16	(76)	17	6

Net gain/(loss) on non-financial assets includes realised and unrealised gains and losses from revaluations, impairments, and disposals of all physical and intangible assets.

Any gain or loss on disposal of non-financial assets is recognised at the date control of the asset is passed to the buyer and is determined after deducting from the proceeds the carrying value of the asset at the time.

4.2 Intangible assets

The Institute has capitalised software development expenditure for the SMS - Student Management System software. The asset is amortised over its useful life of 15 years and will be fully amortised by 2028. Maintenance and upgrade costs are expensed as incurred. Other software acquired is capitalised and amortised over its useful life of 3-5 years.

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Software				
Gross carrying amount				
Opening balance	15,275	15,211	15,148	15,087
Transfer	46	61	46	61
Additions	-	-	-	-
Net foreign currency exchange differences	(10)	3	-	-
Closing balance	15,311	15,275	15,194	15,148
Accumulated amortisation and impairment				
Opening balance	(8,088)	(7,075)	(7,986)	(6,981)
Amortisation charge	(1,016)	(1,011)	(1,009)	(1,005)
Net foreign currency exchange differences	8	(2)	-	-
Closing balance	(9,096)	(8,088)	(8,995)	(7,986)
Net carrying amount at end of the year	6,215	7,187	6,199	7,162

WILLIAM ANGLISS INSTITUTE OF TAFE

4. THE ASSETS WE INVESTED IN

Initial recognition

When recognition criteria in AASB 138 *Intangible Assets* is met, internally generated intangible assets are recognised at cost. Subsequently, intangible assets with finite useful lives are carried at cost less accumulated amortisation and accumulated impairment losses. Amortisation begins when the asset is available for use, that is, when it is in the location and condition necessary for it to be capable of operating in the manner intended by management.

An internally-generated intangible asset arising from development (or from the development phase of an internal project) is recognised if all of the following are demonstrated:

- the technical feasibility of completing the intangible asset so that it will be available for use or sale;
- the intention to complete the intangible asset for use or sale;
- the ability to use or sell the asset;
- the intangible asset will generate probable future economic benefits;
- the availability of adequate technical, financial and other resources to complete the development and to use or sell the intangible asset; and
- the ability to measure reliably the expenditure attributable to the intangible asset during its development.

Subsequent measurement

Intangible assets with finite lives are amortised on a straight basis over their useful lives. The amortisation period and the amortisation method for an intangible asset with a finite useful life are reviewed at least at the end of each annual reporting period.

Impairment of intangible assets

Intangible assets with indefinite useful lives (and intangible assets not yet available for use) are tested annually for impairment and whenever there is an indication that the asset may be impaired. Intangible assets with finite useful lives are tested for impairment whenever an indication of impairment is identified.

If there is an indication of impairment, the assets concerned are tested as to whether their carrying value exceeds their possible recoverable amount. Where an asset's carrying value exceeds its recoverable amount, the difference is written off by a charge to the Comprehensive Operating Statement. Impairment of goodwill is not reversed.

4.3 Depreciation and amortisation

Depreciation and amortisation is provided on software, property, plant and equipment, and freehold buildings.

Depreciation and amortisation is generally calculated on a straight-line basis, at rates that allocate the asset's value, less any estimated residual value, over its estimated useful life. Leasehold improvements are depreciated over the period of the lease or estimated useful life, whichever is shorter, using the straight-line method.

Depreciation and amortisation methods and rates used for each class of depreciable assets are:

Class of assets	Depreciation rate
Buildings	2% - 14% (2019: 2% - 14%)
Plant and equipment	5% - 33% (2019: 5% - 33%)
Motor vehicles	20% (2019: 20%)
Leasehold improvements	10% - 20% (2019: 10% - 20%)
Library books	10% - 20% (2019: 10% - 20%)
Right of use assets	Lease term (2019: lease term)
Intangible assets	7% - 33% (2019: 7% - 33%)

The estimated useful lives, residual values and depreciation method are reviewed at the end of each annual reporting period, and adjustments made where appropriate.

Leasehold improvements are depreciated over the shorter of the lease term and their useful lives.

4.4 Investments and other financial assets

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Current investments and other financial assets				
Term deposits > three months	463	463	463	463
Non-current investments and other financial assets				
Unlisted shares in subsidiaries	-	-	2,550	2,550
Total investments and other financial assets	463	463	3,013	3,013

WILLIAM ANGLISS INSTITUTE OF TAFE

4. THE ASSETS WE INVESTED IN

Ageing analysis of investments and other financial assets

	Carrying amount \$'000	Not past due and not impaired \$'000	Less than 1 month \$'000	1 to 3 months \$'000	3 months to 1 year \$'000	1 to 5 years \$'000
Consolidated 2020						
Term deposits	463	463	-	-	-	-
Total	463	463	-	-	-	-

Consolidated 2019						
Term deposits	463	463	-	-	-	-
Total	463	463	-	-	-	-

	Carrying amount \$'000	Not past due and not impaired \$'000	Less than 1 month \$'000	1 to 3 months \$'000	3 months to 1 year \$'000	1 to 5 years \$'000
Institute 2020						
Term deposits	463	463	-	-	-	-
Total	463	463	-	-	-	-

Institute 2019						
Term deposits	463	463	-	-	-	-
Total	463	463	-	-	-	-

WILLIAM ANGLISS INSTITUTE OF TAFE

5. BALANCES FROM OPERATIONS

5.1 Receivables

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Current				
Contractual				
Account receivables	2,020	3,129	1,507	1,622
Loss allowance on accounts receivable	(484)	(315)	(352)	(287)
Contract assets	-	541	-	-
Other amount owing from Angliss (Shanghai) Education Technology Co Ltd	-	-	589	177
Other receivables	15	13	2	2
Total contractual receivables	1,551	3,368	1,746	1,514
Statutory				
GST input tax credit recoverable	52	116	49	113
Total current receivables	1,603	3,484	1,795	1,627

Receivables consist of:

- statutory receivables, which include predominantly amounts owing from the Government and GST input tax credits recoverable;
- contractual receivables, which include mainly debtors in relation to goods and services, loans to third parties and related parties, accrued investment income, and finance lease receivables; and
- contract assets, which primarily relate to the Institutes's rights to consideration for services provided but not yet billed at reporting date.

Receivables other than sale of goods and services are stated exclusive of the amount of GST receivable.

Receivables that are contractual are classified as financial instruments. Statutory receivables are not classified as financial instruments.

Receivables are recognised initially at fair value and subsequently measured at amortised cost, using the effective interest method, less an allowance for any required impairments.

Trade receivables are recognised initially at the amount of consideration that is unconditional unless they contain significant financing components, when they are recognised at fair value. The Consolidated Group holds the trade receivables with the objective to collect the contractual cash flows and therefore measures them subsequently at amortised cost using the effective interest method.

Due to the short-term nature of current receivables, their carrying amount is considered to be the same as their fair value.

WILLIAM ANGLISS INSTITUTE OF TAFE

5. BALANCES FROM OPERATIONS

5.1 Receivables (continued)

Impairment

The Institute measures loss allowances at an amount equal to lifetime Expected Credit Losses (ECLs). Lifetime ECLs are the ECLs that result from all possible default events over the expected life of a financial instrument. ECLs are a probability-weighted estimate of credit-losses. Credit losses are measured as the present value of all cash shortfalls.

The movement in the allowance for impairment in respect of trade receivables during the year is shown in the following table.

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Balance at the beginning of the year	(315)	(454)	(287)	(454)
Amounts written off	-	-	-	-
Net remeasurement of loss allowance	-	127	-	166
Increase in loss allowance recognised in net result	(382)	-	(267)	-
Reversal of loss allowance for uncollectable receivables written off during the year	213	12	202	1
Balance at the end of the year	(484)	(315)	(352)	(287)

In respect of trade and other receivables, the Consolidated Group is not exposed to any significant credit risk exposure to any single counterparty or any group of counterparties having similar characteristics. Trade receivables consist of a large number of customers in various industries and geographical areas. Based on historical information about customer default rates, management considers the credit quality of trade receivables that are not past due or impaired to be good.

Ageing analysis of contractual receivables

Consolidated	Carrying amount	Not past due and not impaired	Less than			
			1 month	1-3 months	3 months to 1 year	1-5 years
2020	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Trade receivables	2,020	1,106	79	347	207	281
Contract assets	-	-	-	-	-	-
Other receivables	15	10	-	-	-	5
Total	2,035	1,116	79	347	207	286
Consolidated 2019						
Trade receivables	3,129	2,010	223	406	252	238
Contract assets	541	541	-	-	-	-
Other receivables	13	12	-	-	1	-
Total	3,683	2,563	223	406	253	238

WILLIAM ANGLISS INSTITUTE OF TAFE

5. BALANCES FROM OPERATIONS

Ageing analysis of contractual receivables

Institute 2020	Carrying amount \$'000	Not past due and not impaired \$'000	Less than 1 month \$'000	1-3 months \$'000	3 months to 1 year \$'000	1-5 years \$'000
Trade receivables	1,507	1,042	54	42	179	190
Other amount owing from Angliss Shanghai Education Technology Co Ltd	589	589	-	-	-	-
Other receivables	2	1	-	-	-	1
Total	2,098	1,632	54	42	179	191
Institute 2019						
Trade receivables	1,622	961	198	62	179	222
Other amount owing from Angliss Shanghai Education Technology Co Ltd	177	177	-	-	-	-
Other receivables	2	1	-	-	1	-
Total	1,801	1,139	198	62	180	222

Note: The disclosures above exclude statutory receivables (e.g. GST credits).

The average credit period on sales of goods is 30 days. No interest is charged on receivables. A provision has been made for estimated irrecoverable amounts from the sale of goods, determined by reference to past default experience.

There are no financial assets that have their terms renegotiated so as to prevent them from being past due or impaired, and they are stated at the carrying amounts as indicated.

5.2 Other non-financial assets

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Current				
Prepayments	1,184	1,626	1,022	1,436
Inventories	66	62	66	62
Total current other non-financial assets	1,250	1,688	1,088	1,498
Total other non-financial assets	1,250	1,688	1,088	1,498

Prepayments represent payments in advance of receipt of goods and services, or that part of expenditure made in one accounting period covering a term extending beyond that period.

Inventories include goods and other property held either for sale or for distribution at a zero or nominal cost, or for consumption in the ordinary course of business operations.

WILLIAM ANGLISS INSTITUTE OF TAFE

5. BALANCES FROM OPERATIONS

5.2 Other non-financial assets (continued)

Inventories held-for-distribution are measured at cost, adjusted for any loss of service potential. All other inventories are measured at the lower of cost and net realisable value. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

Cost, includes an appropriate portion of fixed and variable overhead expenses. Cost is assigned to other high value, low volume inventory items on a specific identification of cost basis. Cost for all other inventory is measured on the basis of weighted average cost.

5.3 Payables

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Current				
Contractual				
Supplies and services	3,658	3,311	3,566	3,146
Other amount owing to Angliss Consulting Pty Ltd	-	-	835	851
Other amount owing to William Angliss Institute Pte Ltd	-	-	2,809	2,444
Total contractual payables	3,658	3,311	7,210	6,441
Statutory				
FBT payable	-	13	-	13
Other taxes payable	256	195	191	138
Total statutory payables	256	208	191	151
Total current payables	3,914	3,519	7,401	6,592

Payables consist of:

- contractual payables, such as accounts payable. Accounts payable represent liabilities for goods and services provided to the Institute prior to the end of the financial year that are unpaid, and arise when the Institute becomes obliged to make future payments in respect of the purchase of those goods and services; and
- statutory payables, such as goods and services tax and fringe benefits tax payable.

Contractual payables are classified as financial instruments and categorised as financial liabilities at amortised cost.

Statutory payables are recognised and measured similarly to contractual payables, but are not classified as financial instruments and are not included in the category of financial liabilities at amortised cost, because they do not arise from a contract.

The amounts disclosed in the table are the contractual undiscounted cash flows. Balances due within 12 months equal their carrying balances as the impact of discounting is not significant.

Ageing analysis of contractual payables

Consolidated	Carrying amount	Nominal amount	Less than		3 months to 1 year	1-5 years
			1 month	1-3 months		
2020	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Supplies and services	3,658	3,658	3,313	37	6	302
Total	3,658	3,658	3,313	37	6	302
Consolidated 2019						
Supplies and services	3,311	3,311	3,011	-	300	-
Total	3,311	3,311	3,011	-	300	-

WILLIAM ANGLISS INSTITUTE OF TAFE

5. BALANCES FROM OPERATIONS

Ageing analysis of contractual payables (continued)

Institute 2020	Carrying amount \$'000	Nominal amount \$'000	Less than 1 month \$'000	1-3 months \$'000	3 months to 1 year \$'000	1-5 years \$'000
Supplies and services	3,566	3,566	3,222	37	6	301
Other amount owing to Angliss Consulting Pty Ltd	835	835	-	-	835	-
Other amount owing to William Angliss Institute Pte Ltd	2,809	2,809	-	-	2,809	-
Total	7,210	7,210	3,222	37	3,650	301

Institute 2019	Carrying amount \$'000	Nominal amount \$'000	Less than 1 month \$'000	1-3 months \$'000	3 months to 1 year \$'000	1-5 years \$'000
Supplies and services	3,146	3,146	2,846	-	300	-
Other amount owing to Angliss Consulting Pty Ltd	851	851	-	-	851	-
Other amount owing to William Angliss Institute Pte Ltd	2,444	2,444	-	-	2,444	-
Total	6,441	6,441	2,846	-	3,595	-

Note: The disclosures above exclude statutory payables (e.g. GST payable).

The average credit period is 30 days. No interest is charged on the other payables.

Terms and conditions of amounts payable to other government agencies vary according to a particular agreement with that agency.

Due to their short-term nature, the carrying amounts of trade and other payables are considered to be the same as their fair values.

5.4 Contract liabilities

Refer to 2.2 for further information around revenue recognised in relation to contract liabilities.

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Contract liabilities - student fees	139	696	139	696
Contract liabilities - fee for service	3,402	5,060	3,135	4,641
Contract liabilities - other	413	-	413	-
Total contract liabilities	3,954	5,756	3,687	5,337

Contract liabilities

Any fees received by the Institute during the current financial year in respect of performance obligations that have not been satisfied are classified as a liability and recognised as revenue received in advance.

5.5 Employee benefits in the balance sheet

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Annual leave	1,409	1,495	1,381	1,462
Long service leave	3,645	3,231	3,645	3,231
Performance payments	-	76	-	76
On-costs	780	452	775	452
Total short-term benefits	5,834	5,254	5,801	5,221
Long service leave	1,012	1,105	1,012	1,105
On-costs	157	172	157	172
Total long-term benefits	1,169	1,277	1,169	1,277
Total employee provisions	7,003	6,531	6,970	6,498

WILLIAM ANGLISS INSTITUTE OF TAFE

5. BALANCES FROM OPERATIONS

5.5 Employee benefits in the balance sheet (continued)

The leave obligations cover the Institute's liabilities for long service leave and annual leave, which are classified as either other long-term benefits or short-term benefits.

The current portion of this liability includes all of the accrued annual leave, the unconditional entitlements to long service leave where employees have completed the required period of service and also for those employees that are entitled to pro rata payments in certain circumstances. This component of the consolidated provision of \$5.834 million (2019 - \$5.254 million) and the Institute's provision of \$5.801 million (2019 - \$5.221 million) is presented as current, since the Institute does not have an unconditional right to defer settlement for any of these obligations. However, based on past experience, the Institute does not expect all employees to take the full amount of accrued leave or require payment within the next 12 months.

The wage inflation rates and discount rates used are those advised by the Assistant Treasurer.

The following amounts reflect unconditional leave balances by expected timing of leave:

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Unconditional and expected to wholly settle within 12 months	1,622	1,503	1,601	1,479
Unconditional and expected to wholly settle after 12 months	4,212	3,751	4,200	3,741
Total current employee provisions	5,834	5,254	5,801	5,221

5.6 Other provisions

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Make good provision	819	825	751	751
Total other provisions	819	825	751	751

Make good provision

Provisions are recognised when the Consolidated Group has a present obligation, the future sacrifice of economic benefits is probable, and the amount of the provision can be measured reliably.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at reporting date, taking into account the risks and uncertainties surrounding the obligation. Where a provision is measured using the cash flows estimated to settle the present obligation, its carrying amount is the present value of those cash flows.

The make-good provision is recognised in accordance with the lease agreement for leased premises.

Reconciliation of other provisions

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Opening balance	825	864	751	864
Additional provisions recognised	-	74	-	-
Reductions arising from payments	-	-	-	-
Adjustments resulting from re-measurement or settlement without cost	(6)	(113)	-	(113)
Closing balance	819	825	751	751

WILLIAM ANGLISS INSTITUTE OF TAFE

6. HOW WE FINANCED OUR OPERATIONS

6.1 Cash and deposits

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Cash at bank and on hand	20,007	17,715	18,736	16,960
Deposits at call	3,967	3,416	-	-
Total cash and deposits	23,974	21,131	18,736	16,960

Cash and deposits, including cash equivalents, comprise cash on hand and cash at bank, deposits at call and those highly liquid investments with an original maturity of three months or less, which are held for the purpose of meeting short term cash commitments rather than for investment purposes, and which are readily convertible to known amounts of cash and are subject to an insignificant risk of changes in value.

6.1.1 Reconciliation of operating result to net cash flows from operating activities

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Net result for the year	(967)	(4,778)	(873)	(4,908)
Non-cash movements				
Depreciation of property, plant and equipment	2,867	3,614	2,864	3,600
Depreciation of right of use assets	1,523	1,467	999	984
Amortisation of intangible assets	1,016	1,011	1,009	1,005
Net (gain) / loss on sale of non-financial assets	(16)	76	(17)	(6)
Loss allowance	169	(139)	65	(167)
Movements in assets and liabilities				
Decrease / (increase) in trade receivables	1,543	5,122	179	5,977
Decrease / (increase) in inventories	(4)	6	(4)	6
Decrease / (increase) in prepayments	442	(167)	414	(151)
(Decrease) / increase in payables	395	(838)	460	(840)
(Decrease) / increase in employee benefits liabilities	472	725	472	717
(Decrease) / increase in contract liabilities	(1,802)	5,756	(1,650)	5,337
(Decrease) / increase in other provisions	(6)	(4,871)	-	(4,459)
Net cash flows from operating activities	5,632	6,984	3,918	7,095
Per cash flow statement	5,632	6,984	3,918	7,095

Cash flows are included in the cash flow statement on a gross basis. The GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority are presented as operating cash flows.

6.2 Contributed capital

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Balance at 1 January	29,436	29,436	29,436	29,436
Balance at 31 December	29,436	29,436	29,436	29,436

Funding that is in the nature of contributions by the Victorian State Government are treated as contributed capital when designated in accordance with UIG Interpretation 1038 *Contribution by Owners Made to Wholly-Owned Public Sector Entities*. Capital funds provided by the Commonwealth Government are treated as income.

WILLIAM ANGLISS INSTITUTE OF TAFE

6. HOW WE FINANCED OUR OPERATIONS

6.3 Leases

Operating lease payments, including any contingent rentals, are recognised as an expense in the comprehensive operating statement on a straight-line basis over the lease term, except where another systematic basis is more representative of the time pattern of the benefits derived from the use of the leased asset. Operating lease assets are not recognised in the balance sheet.

All incentives for the agreement of a new or renewed operating lease are recognised as an integral part of the net consideration agreed for the use of the leased asset, irrespective of the incentive's nature or form or the timing of payments.

In the event that lease incentives are received to enter into operating leases, the aggregate cost of incentives is recognised as a reduction of rental expense over the lease term on a straight-line basis, unless another systematic basis is more representative of the time pattern in which economic benefits from the leased asset were consumed.

Policy

At inception of a contract, all entities will assess whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- the contract involves the use of an identified asset;
- the customer has the right to obtain substantially all of the economic benefits from use of the asset throughout the period of use; and
- the customer has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 January 2019.

As a lessee

The Consolidated Group recognises a right of use asset and a lease liability at the lease commencement date. The right of use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- any lease payments made at or before the commencement date; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located, less any lease incentive received.

The right of use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right of use asset or the end of the lease term. The estimated useful lives of right of use assets are determined on the same basis as those of property, plant and equipment. In addition, the right of use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate as provided by Treasury Corporation of Victoria (TCV). Generally, the Institute uses an appropriate incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise the following:

- fixed payments;
- variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- amounts expected to be payable under a residual value guarantee; and
- the exercise price under a purchase option that the Institute is reasonably certain to exercise, lease payments in an optional renewal period if the Institute is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless the Institute is reasonably certain not to terminate early.

The lease liability is measured at amortised cost using the effective interest method. It is remeasured:

- when there is a change in future lease payments arising from a change in an index or rate;
- if there is a change in the Institute's estimate of the amount expected to be payable under a residual value guarantee; or
- if the Institute changes its assessment of whether it will exercise a purchase, extension or termination option.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right of use asset, or is recorded in profit or loss if the carrying amount of the right of use asset has been reduced to zero.

WILLIAM ANGLISS INSTITUTE OF TAFE

6. HOW WE FINANCED OUR OPERATIONS

Right of use assets	Property \$'000	Vehicles \$'000	Other \$'000	Total \$'000
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**Consolidated
2020**

Balance as at 1 January 2020	11,985	117	24	12,126
Additions	1,123	23	18	1,164
Amortisation	(1,474)	(32)	(18)	(1,524)
Balance as at 31 December 2020	11,634	108	24	11,766

**Consolidated
2019**

Balance as at 1 January 2019	13,408	141	44	13,593
Additions	-	-	-	-
Amortisation	(1,423)	(24)	(20)	(1,467)
Balance as at 31 December 2019	11,985	117	24	12,126

	Property \$'000	Vehicles \$'000	Other \$'000	Total \$'000
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**Institute
2020**

Balance as at 1 January 2020	11,667	108	5	11,780
Additions	-	22	19	41
Amortisation	(965)	(23)	(10)	(998)
Balance as at 31 December 2020	10,702	107	14	10,823

**Institute
2019**

Balance as at 1 January 2019	12,633	114	17	12,764
Additions	-	-	-	-
Amortisation	(966)	(6)	(12)	(984)
Balance as at 31 December 2019	11,667	108	5	11,780

Lease liabilities

	Consolidated		Institute	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Maturity analysis – contractual undiscounted cash flows				
Within one year	1,637	1,587	1,203	1,163
Later than one year but not later than five years	5,773	5,076	5,240	4,951
Later than five years	10,201	11,563	10,199	11,563
Total undiscounted lease liabilities as at 31 December	17,611	18,226	16,642	17,677
Future finance charges	(3,673)	(4,297)	(3,654)	(4,099)
Total discounted lease liabilities as at 31 December	13,938	13,929	12,988	13,578
Current	1,089	892	668	624
Non-current	12,849	13,037	12,320	12,954
Total lease liabilities	13,938	13,929	12,988	13,578

Short-term and low value leases

The Consolidated Group has elected not to recognise right of use assets and lease liabilities for short-term leases of machinery that have a lease term of 12 months or less, and leases of low-value assets (individual assets worth less than \$10,000), including IT equipment. The Consolidated Group recognises the lease payments associated with these leases as an expense on a straight-line basis over the lease term.

WILLIAM ANGLISS INSTITUTE OF TAFE

7. MANAGING RISKS AND UNCERTAINTIES

7.1 Financial instruments

Financial instruments arise out of contractual agreements that give rise to a financial asset of one entity and a financial liability or equity instrument of another entity.

Categories of financial instruments	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Contractual financial assets				
Financial assets measured at amortised cost				
Cash and deposits	23,974	21,131	18,736	16,960
Trade receivables	1,536	2,814	1,155	1,335
Amounts owed from subsidiaries	-	-	589	177
Other receivables	15	13	2	2
Term deposits	463	463	463	463
Contract assets	-	541	-	-
Investments at cost				
Investments in subsidiaries	-	-	2,550	2,550
Total contractual financial assets	25,988	24,962	23,495	21,487
Contractual financial liabilities				
Loans and payables				
Supplies and services	3,658	3,311	3,566	3,146
Amounts owed to subsidiaries	-	-	3,644	3,295
At amortised cost				
Lease liabilities	13,938	13,929	12,988	13,578
Total contractual financial liabilities	17,596	17,240	20,198	20,019

Note: The total amounts disclosed here exclude statutory amounts (e.g. GST input tax credit recoverable and taxes payable).

Categories of financial instruments

The Consolidated Group classifies its financial assets at amortised cost only if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cash flows; and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets measured at amortised cost are financial instrument assets with fixed and determinable payments that are not quoted on an active market. These assets are initially recognised at fair value plus any directly attributable transaction costs. Subsequent to initial measurement, receivables are measured at amortised cost using the effective interest method (and for assets, less any necessary impairment).

The Consolidated Group recognises the following assets in this category:

- cash and deposits;
- receivables (excluding statutory receivables);
- term deposits; and
- contract assets.

Financial liabilities at amortised cost are initially recognised on the date they originate. They are initially measured at fair value plus any directly attributable transaction costs. Subsequent to initial recognition, these financial instruments are measured at amortised cost with any difference between the initial recognised amount and the redemption value being recognised in profit and loss over the period of the interest-bearing liability, using the effective interest rate method. The Consolidated Group recognises the following liabilities in this category:

- payables (excluding statutory payables); and
- borrowings (including lease liabilities).

WILLIAM ANGLISS INSTITUTE OF TAFE

7. MANAGING RISKS AND UNCERTAINTIES

7.1.1 Financial risk management objectives and policies

The Consolidated Group is exposed to a variety of financial risks, market risk (including foreign currency risk, interest rate risk and equity price risk), credit risk and liquidity risk.

The Consolidated Group's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Institute. The Institute uses different methods to measure different types of risk to which it is exposed. These methods include sensitivity analysis in the case of interest rate, foreign exchange and other price risks and ageing analysis for credit risk.

Primary responsibility for the identification and management of financial risks rests with the Institute's Finance, Audit and Risk Management Committee with oversight by the Board.

7.1.2 Credit risk

Credit risk refers to the possibility that a customer will default on its financial obligations as and when they fall due. Credit risk arises from the contractual financial assets of the Institute, which comprise cash and deposits and non-statutory receivables. The Institute's exposure to credit risk arises from the potential default of a counter party on their contractual obligations resulting in financial loss to the Institute.

Credit risk is measured at fair value and is monitored on a regular basis. The Institute's Finance, Audit and Risk Management Committee monitors credit risk by actively assessing the rating quality and liquidity of counterparties:

- all potential customers are rated for credit worthiness taking into account their size, market position and financial standing; and
- customers that do not meet the Institute's strict credit policies may only purchase in cash or using recognised credit cards.

The trade receivables balances at 31 December 2020 and 31 December 2019 do not include any counterparties with external credit ratings. Customers are assessed for credit worthiness using the criteria detailed above.

The Consolidated Group does not hold any security on the trade receivables balance. In addition, the Consolidated Group does not hold collateral relating to other financial assets.

In addition, the Consolidated Group does not engage in hedging for its contractual financial assets and mainly obtains contractual financial assets that are on fixed interest, except for cash assets, which are mainly cash at bank. The Consolidated Group's policy is to only deal with banks with high credit ratings.

The carrying amount of contractual financial assets recorded in the financial statements, net of any allowances for losses, represents the Consolidated Group's maximum exposure to credit risk without taking account of the value of any collateral obtained.

There are no material financial assets which are individually determined to be impaired.

Credit quality of contractual financial assets that are neither passed due nor impaired

	Financial institutions (AA- rating) \$'000	Government agencies (AA rating) \$'000	Other counterparty \$'000	Total \$'000
Consolidated 2020				
Cash and deposits	20,007	3,967	-	23,974
Receivables	-	-	1,551	1,551
Investments and other financial assets	463	-	-	463
Total contractual financial assets	20,470	3,967	1,551	25,988
Consolidated 2019				
Cash and deposits	17,715	3,416	-	21,131
Receivables	-	-	2,827	2,827
Investments and other financial assets	463	-	541	1,004
Total contractual financial assets	18,178	3,416	3,368	24,962

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7. MANAGING RISKS AND UNCERTAINTIES

Credit quality of contractual financial assets that are neither passed due nor impaired (continued)

	Financial institutions (AA rating) \$'000	Government agencies (AAA rating) \$'000	Other counterparty \$'000	Total \$'000
Institute 2020				
Cash and deposits	18,736	-	-	18,736
Receivables	-	-	1,746	1,746
Investments and other financial assets	463	-	-	463
Total contractual financial assets	19,199	-	1,746	20,945
Institute 2019				
Cash and deposits	16,960	-	-	16,960
Receivables	-	-	1,514	1,514
Investments and other financial assets	463	-	-	463
Total contractual financial assets	17,423	-	1,514	18,937

Note: The total amounts disclosed here exclude statutory amounts (e.g. GST input tax credit recoverable and taxes payable).

AASB 9 uses an 'expected credit loss' (ECL) model. Under this model, loss allowances are measured on either of the following bases:

- 12-month ECLs: these are ECLs that result from possible default events within the 12 months after the reporting date; and
- lifetime ECLs: these are ECLs that result from all possible default events over the expected life of a financial instrument.

In measuring expected credit losses, trade receivables have been assessed on a collective basis as they possess shared credit risk characteristics. They have been grouped based on the days past due and also according to the geographical location of customers.

The expected loss rates are based on the payment profile for sales over the past 24 months before 31 December 2020 as well as the corresponding historical credit losses during that period. The historical rates are adjusted to reflect current and forward-looking macroeconomic factors affecting the customer's ability to settle the amount outstanding. However given the short period exposed to credit risk, the impact of these macroeconomic factors has not been considered significant within the reporting period.

Trade receivables are written off (i.e. derecognised) when there is no reasonable expectation of recovery. Failure to make payment or to engage with the Consolidated Group on alternative payment arrangement within time frames specific to debtor type forms the basis of determining whether there is a reasonable expectation of recovery.

The following table provides information about the estimated exposure to credit risk and ECLs for trade and other receivables as at 31 December 2020:

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7. MANAGING RISKS AND UNCERTAINTIES

	Estimated gross carrying amount \$'000	Weighted average loss rate %	Estimated loss allowance \$'000	Credit impaired (yes / no)
Consolidated				
31 December 2020				
Current (not past due)	1,106	13%	144	No
31 – 60 days past due	79	17%	13	No
61 – 90 days past due	347	22%	76	No
91-180 days past due	207	31%	64	No
More than 180 days past due	281	66%	187	Yes
	2,020		484	
31 December 2019				
Current (not past due)	2,009	0%	-	No
31 – 60 days past due	223	0%	-	No
61 – 90 days past due	367	0%	-	No
91-180 days past due	162	12%	20	No
More than 180 days past due	368	80%	295	Yes
	3,129		315	

	Estimated gross carrying amount \$'000	Weighted average loss rate %	Estimated loss allowance \$'000	Credit impaired (yes / no)
Institute				
31 December 2020				
Current (not past due)	1,042	13%	135	No
31 – 60 days past due	54	17%	10	No
61 – 90 days past due	42	22%	10	No
91-180 days past due	179	31%	55	No
More than 180 days past due	190	66%	126	Yes
	1,507		336	
31 December 2019				
Current (not past due)	961	0%	-	No
31 – 60 days past due	198	0%	-	No
61 – 90 days past due	26	0%	-	No
91-180 days past due	105	0%	-	No
More than 180 days past due	332	86%	287	Yes
	1,622		287	

Loss rates are based on actual credit loss experience. These rates are multiplied by scale factors to reflect differences between economic conditions during the period over which the historical data has been collected, current conditions and the Institute's view of economic conditions over the expected lives of the receivables.

Impairment losses on trade receivables and contract assets are presented as net impairment losses within operating profit. Subsequent recoveries of amounts previously written off are credited against the same line item.

Of the above impairment losses, \$484 thousand (2019: \$315 thousand) relate to receivables arising from contracts with customers.

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7. MANAGING RISKS AND UNCERTAINTIES

7.1.3 Liquidity risk

Liquidity risk is the risk that the Consolidated Group would be unable to meet its financial obligations as and when they fall due.

The Institute operates under a payments policy of settling financial obligations within 30 days, and in the event of a dispute, making payments within 30 days from the date of resolution.

The Institute's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed in note 7.1.

The Institute manages liquidity risk by:

- maintaining adequate short term reserves and banking facilities that can be drawn at short notice to meet its short-term obligations; and
- careful maturity planning of its financial obligations based on forecasts of future cash flows.

The Institute's exposure to liquidity risk has been impacted by COVID-19. Ongoing operating challenges associated with COVID-19 are expected to continue in 2021 with a net cash outflow forecasted. The Department of Education and Training has provided a letter of comfort to the Institute to provide a level of assurance that financial assistance will be made available for the Institute to continue as a going concern if required. This is further discussed in Note 1.3.

There has been no significant change in the Institute's objectives, policies and processes for managing liquidity risk, or the methods used to measure this risk from the previous reporting period.

7.1.4 Market risk

In its daily operations, the Institute is exposed to a number of market risks. Market risks relate to the risk that market rates and prices will change and that this will have an adverse effect on the operating result and /or net worth of the the Consolidated Group.

The Board ensures that all market risk exposure is consistent with the Consolidated Group's business strategy and within the risk tolerance of the Consolidated Group. Regular risk reports are presented to the Board.

There has been no significant change in the organisation's exposure, or its objectives, policies and processes for managing market risk or the methods used to measure this risk from the previous reporting period.

Foreign currency risk

Foreign currency risk is the risk that the Consolidated Group's operating result, cash flow or capital are negatively impacted by a change in foreign exchange rates. The Consolidated Group is exposed to foreign currency risk mainly through the delivery of services in currencies other than the Australian dollar, and payables relating to purchases of supplies and consumables from overseas. This is because of a limited amount of transactions denominated in foreign currencies and a relatively short timeframe between commitment and settlement.

The Consolidated Group's exposure are mainly against the Singapore dollar (SGD) and China Renminbi (RMB) and are managed through continuous monitoring of movements in exchange rates against the SGD and RMB, and by ensuring availability of funds through rigorous cash flow planning and monitoring. Based on past and current assessment of economic outlook, it is deemed unnecessary for the Consolidated Group to enter into any hedging arrangements to manage foreign currency risk.

At the reporting date, if the exchange rate moves by 10% higher/lower against the RMB and SGD from the year-end rate of 5.0298 and 1.0189 respectively (2019: 4.8876 and 0.9438), while other variables remains constant:

- the Consolidated Group's result and equity would have been \$319 thousand higher/\$355 thousand lower (2019: \$297 thousand higher/\$331 thousand lower); and
- the Institute's result and equity would have been \$19 thousand higher/\$22 thousand lower (2019: \$21 thousand higher/\$23 thousand lower).

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7. MANAGING RISKS AND UNCERTAINTIES

Interest rate risk

Interest rate risk arises from the potential for a change in interest rates to change the expected net interest earnings in the current reporting period and in future years, or cause a fluctuation in the fair value of the financial instruments.

Fair value interest rate risk is the risk that the fair value of a financial instrument will fluctuate because of changes in market interest rates. The Institute does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk.

Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Consolidated Group has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

The Consolidated Group manages cash flow interest rate risk through a mixture of short term and longer term investments, and undertaking fixed rate or non-interest bearing financial instruments with relatively even maturity profiles, with only insignificant amounts of financial instruments at floating rate. Management monitors movement in interest rates on a monthly basis.

The organisation's exposure to interest rate risks and the effective interest rates of financial assets and financial liabilities are set out in the financial instrument composition and maturity analysis table below:

Interest rate exposure of financial instruments

	Weighted average interest rate	Carrying amount at 31 December	Interest rate exposure		
			Floating interest rate	Fixed interest rate	Non-interest bearing
	%	\$'000	\$'000	\$'000	\$'000
Consolidated 2020					
Financial assets					
Cash and deposits	0.54	23,974	20,007	3,967	-
Term deposits	1.40	463	-	463	-
Trade receivables	0	1,536	-	-	1,536
Other receivables	0	15	-	-	15
Total financial assets		25,988	20,007	4,430	1,551
Financial liabilities					
Supplies and services	0	3,658	-	-	3,658
Lease liabilities	4.06	13,938	-	13,938	-
Total financial liabilities		17,596	-	13,938	3,658

	Weighted average interest rate	Carrying amount at 31 December	Interest rate exposure		
			Floating interest rate	Fixed interest rate	Non-interest bearing
	%	\$'000	\$'000	\$'000	\$'000
Consolidated 2019					
Financial assets					
Cash and deposits	1.42	21,131	17,715	3,416	-
Term deposits	1.84	463	-	463	-
Trade receivables	0	2,814	-	-	2,814
Other receivables	0	13	-	-	13
Total financial assets		24,421	17,715	3,879	2,827
Financial liabilities					
Supplies and services	0	3,311	-	-	3,311
Lease liabilities	4.26	13,929	-	13,929	-
Total financial liabilities		17,240	-	13,929	3,311

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7. MANAGING RISKS AND UNCERTAINTIES

	Weighted average interest rate %	Carrying amount at 31 December \$'000	Interest rate exposure		
			Floating interest rate \$'000	Fixed interest rate \$'000	Non-interest bearing \$'000
Institute 2020					
Financial assets					
Cash and deposits	0.55	18,736	18,736	-	-
Term deposits	1.40	463	-	463	-
Trade receivables	0	1,204	-	-	1,204
Other receivables	0	591	-	-	591
Total financial assets		20,994	18,736	463	1,795
Financial liabilities					
Supplies and services	0	3,566	-	-	3,566
Other liabilities	0	3,644	-	-	3,644
Lease liabilities	4.26	12,988	-	12,988	-
Total financial liabilities		20,198	-	12,988	7,210

	Weighted average interest rate %	Carrying amount at 31 December \$'000	Interest rate exposure		
			Floating interest rate \$'000	Fixed interest rate \$'000	Non-interest bearing \$'000
Institute 2019					
Financial assets					
Cash and deposits	1.46	16,960	16,960	-	-
Term deposits	1.84	463	-	463	-
Trade receivables	0	1,335	-	-	1,335
Other receivables	0	179	-	-	179
Total financial assets		18,937	16,960	463	1,514
Financial liabilities					
Supplies and services	0	3,146	-	-	3,146
Other liabilities	0	3,295	-	-	3,295
Lease liabilities	4.26	13,578	-	13,578	-
Total financial liabilities		20,019	-	13,578	6,441

Sensitivity analysis and assumptions

	Carrying amount at 31 December	Interest rate risk			
		-1% (100 basis points)		+1% (100 basis points)	
		Result \$'000	Equity \$'000	Result \$'000	Equity \$'000
Consolidated 2020					
Financial assets					
Cash and deposits	20,007	(200)	(200)	200	200
Total impact	20,007	(200)	(200)	200	200

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7. MANAGING RISKS AND UNCERTAINTIES

	Carrying amount at 31 December	Interest rate risk			
		-1% (100 basis points)		+1% (100 basis points)	
		Result \$'000	Equity \$'000	Result \$'000	Equity \$'000
Consolidated 2019					
Financial assets					
Cash and deposits	17,715	(177)	(177)	177	177
Total impact	17,715	(177)	(177)	177	177

	Carrying amount at 31 December	Interest rate risk			
		-1% (100 basis points)		+1% (100 basis points)	
		Result \$'000	Equity \$'000	Result \$'000	Equity \$'000
Institute 2020					
Financial assets					
Cash and deposits	18,736	(187)	(187)	187	187
Total impact	18,736	(187)	(187)	187	187

	Carrying amount at 31 December	Interest rate risk			
		-1% (100 basis points)		+1% (100 basis points)	
		Result \$'000	Equity \$'000	Result \$'000	Equity \$'000
Institute 2019					
Financial assets					
Cash and deposits	16,960	(170)	(170)	170	170
Total impact	16,960	(170)	(170)	170	170

7.2 Contingent assets and contingent liabilities

Contingent assets and contingent liabilities are not recognised in the balance sheet but are disclosed and, if quantifiable, are measured at nominal value.

Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

There were no contingent assets or contingent liabilities as at 31 December 2020 (31 December 2019: nil) that may have a material effect on the financial operations of the Institute.

7.3 Fair value determination

Significant judgement: Fair value measurements of assets and liabilities

Fair value determination requires judgement and the use of assumptions. This section discloses the most significant assumptions used in determining fair values. Changes to assumptions could have a material impact on the results and financial position of the Institute.

This section sets out information on how the Consolidated Group determined fair value for financial reporting purposes. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

The following assets and liabilities are carried at fair value:

- land, buildings, plant and equipment, vehicles, and leasehold improvements.

In addition, the fair values of other assets and liabilities that are carried at amortised cost also need to be determined for disclosure purposes.

The Consolidated Group determines the policies and procedures for determining fair values for both financial and non-financial assets and liabilities as required.

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7. MANAGING RISKS AND UNCERTAINTIES

Fair value estimation

A number of inputs are used in determining fair values. To increase consistency and comparability in the financial statements, these inputs are categorised into three levels, also known as the fair value hierarchy. The levels are as follows:

- Level 1 – quoted (unadjusted) market prices in active markets for identical assets or liabilities;
- Level 2 – valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and
- Level 3 – valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

The Consolidated Group determines whether transfers have occurred between levels in the hierarchy by reassessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

A summary of changes between levels can be found in Note 7.3(a).

The Valuer-General Victoria (VGV) is the Institute's independent valuation agency.

Fair value determination of financial assets and liabilities

The Consolidated Group currently holds a range of financial instruments that are recorded in the financial statements where the carrying amounts are a reasonable approximation of fair value, either due to their short-term nature or with the expectation that they will be paid in full.

There is no reportable difference between the carrying amount and fair value for the year ended 31 December 2020.

(a) Fair value determination of non-financial assets

The Institute holds property, plant and equipment for which fair values are determined.

The Institute, in conjunction with the Valuer-General Victoria (VGV), monitors changes in the fair value of each asset through relevant data sources to determine whether revaluations are required. The recurring fair value measurements of non-financial physical assets, such as land and buildings, are based on Level 2 observable inputs and Level 3 unobservable inputs due to the nature and characteristics of the Institute's campus assets. There is little or no observable market evidence of the market selling price of campus assets as they are specialised assets with a Community Service Obligation (CSO) applied.

The table below shows the relevant fair value information relating to those assets.

	Carrying amount at 31 December \$'000	Fair value hierarchy		
		Level 1 Quoted prices \$'000	Level 2 Observable price inputs \$'000	Level 3 Unobservable inputs \$'000
Consolidated				
2020				
Non-specialised land	13,097	-	13,097	-
Specialised land	130,039	-	-	130,039
Total land at fair value	143,136	-	13,097	130,039
Non-specialised buildings	681	-	681	-
Specialised buildings	47,845	-	-	47,845
Total buildings at fair value	48,526	-	681	47,845
Plant and equipment	2,181	-	-	2,181
Vehicles	60	-	-	60
Leasehold improvements	5,419	-	-	5,419
Land improvements	70	-	-	70
Total other assets at fair value	7,730	-	-	7,730

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7. MANAGING RISKS AND UNCERTAINTIES

	Carrying amount at 31 December \$'000	Fair value hierarchy		
		Level 1	Level 2	Level 3
		Quoted prices \$'000	Observable price inputs \$'000	Unobservable inputs \$'000
Consolidated 2019				
Non-specialised land	13,097	-	13,097	-
Specialised land	130,039	-	-	130,039
Total land at fair value	143,136	-	13,097	130,039
Non-specialised buildings	316	-	316	-
Specialised buildings	48,606	-	-	48,606
Total buildings at fair value	48,922	-	316	48,606
Plant and equipment	2,279	-	-	2,279
Vehicles	122	-	-	122
Leasehold improvements	5,994	-	-	5,994
Land improvements	80	-	-	80
Total other assets at fair value	8,475	-	-	8,475
Institute 2020				
Non-specialised land	13,097	-	13,097	-
Specialised land	130,039	-	-	130,039
Total land at fair value	143,136	-	13,097	130,039
Non-specialised buildings	681	-	681	-
Specialised buildings	47,845	-	-	47,845
Total buildings at fair value	48,526	-	681	47,845
Plant and equipment	2,158	-	-	2,158
Vehicles	60	-	-	60
Leasehold improvements	5,419	-	-	5,419
Land improvements	70	-	-	70
Total other assets at fair value	7,707	-	-	7,707
Institute 2019				
Non-specialised land	13,097	-	13,097	-
Specialised land	130,039	-	-	130,039
Total land at fair value	143,136	-	13,097	130,039
Non-specialised buildings	316	-	316	-
Specialised buildings	48,606	-	-	48,606
Total buildings at fair value	48,922	-	316	48,606
Plant and equipment	2,279	-	-	2,279
Vehicles	122	-	-	122
Leasehold improvements	5,994	-	-	5,994
Land improvements	80	-	-	80
Total other assets at fair value	8,475	-	-	8,475

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7. MANAGING RISKS AND UNCERTAINTIES

Impairment

Non-financial assets, including items of software, property, plant and equipment, are tested for impairment whenever there is an indication that the asset may be impaired.

The assets concerned are tested as to whether their carrying value exceeds their recoverable amount. Where an asset's carrying value exceeds its recoverable amount, the difference is written off as an 'other economic flow', except to the extent that it can be debited to an asset revaluation surplus applicable to that class of asset.

If there is an indication that there has been a reversal in impairment, the carrying amount shall be increased to its recoverable amount. However, this reversal should not increase the asset's carrying amount above what would have been determined, net of depreciation or amortisation, if no impairment loss had been recognised in prior years.

The recoverable amount for most assets is measured at the higher of depreciated replacement cost and fair value less costs to sell. Recoverable amount for assets held primarily to generate net cash inflows is measured at the higher of the present value of future cash flows expected to be obtained from the asset and fair value less costs to sell.

(b) Valuations of property, plant and equipment

Non-financial physical assets are measured at fair value on a cyclical basis, in accordance with Financial Reporting Direction (FRD) 103H Non-financial Physical Assets issued by the Assistant Treasurer. A full revaluation of education assets normally occurs every five years, but may occur more frequently if fair value assessments indicate material changes in values. Independent valuers are generally used to conduct these scheduled revaluations with interim revaluations determined in accordance with the requirements of the FRD. Revaluation increases and decreases arise from differences between an asset's carrying value and the fair value. Consistent with all government education assets, an independent valuation of all land and buildings was performed by the Valuer-General Victoria with an effective date of 31 December 2017. Land was revised by reference to the Valuer-General Victoria's indexation factors up to 31 December 2019.

For the year ending 31 December 2020, the Institute conducted a managerial revaluation. As part of the managerial revaluation, the following inputs and assumptions were included:

- (a) assumptions made about the future
- (b) source of estimation uncertainty
- (c) the nature or class of assets impacted
- (d) the carrying amount of the assets subject to the significant uncertainty
- (e) sensitivity of the carrying amounts to methods, assumptions and estimates including the reasons for their sensitivity;
- (f) expected resolution of the uncertainty and the range of reasonably possible outcomes within the next financial year in respect of the carrying amounts; and
- (g) reference to the Valuer-General Victoria's indexation factors up to 31 December 2020.

COVID-19 has caused an increase to the estimation uncertainty around the fair value of non-physical financial assets. The impact of COVID-19 is further discussed in Note 1.3.

Non-specialised land and non-specialised buildings are valued using the market approach. Under this valuation method, the assets are compared to recent comparable sales or sales of comparable assets which are considered to have nominal or no added improvement value.

For non-specialised land and non-specialised buildings, an independent valuation was performed by the Valuer General Victoria with an effective date of 31 December 2017. Valuation of the assets was determined by analysing comparable sales and allowing for share, size, topography, location and other relevant factors specific to the asset being valued. From the sales analysed, an appropriate rate per square metre has been applied to the subject asset.

To the extent that non-specialised land and non-specialised buildings do not contain significant, unobservable adjustments, these assets are classified as Level 2 under the market approach.

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7. MANAGING RISKS AND UNCERTAINTIES

Specialised land and specialised buildings: the market approach is also used for specialised land, although is adjusted for the Community Service Obligation (CSO) to reflect the specialised nature of the land being valued.

The CSO adjustment is a reflection of the valuer's assessment of the impact of restrictions associated with an asset to the extent that is also equally applicable to market participants. This approach is in light of the highest and best use consideration required for fair value measurement, and takes into account the use of the asset that is physically possible, legally permissible, and financially feasible. As adjustments of CSO are considered as significant unobservable inputs, specialised land would be classified as a Level 3 asset.

For the Institute's majority of specialised buildings, the depreciated replacement cost method is used. The replacement cost of specialised buildings is based on comparing the existing building with a modern equivalent, then adjusting for associated depreciation. As depreciation adjustments are considered as significant, unobservable inputs in nature, specialised buildings are classified as Level 3 fair value measurements.

An independent valuation of the Institute's specialised land and specialised buildings was performed by the Valuer-General Victoria. The valuation was performed using the market approach adjusted for CSO. The effective date of the valuation is 31 December 2017.

Construction in progress assets are held at cost. The Institute transfers the assets out of construction in progress and into the relevant asset category when they are ready for use.

Motor vehicles are valued using the depreciated replacement cost method. The Institute acquires new vehicles and at times disposes of them before the end of their economic life. The process of acquisition, use and disposal in the market is managed by experienced fleet managers in the Institute who set relevant depreciation rates during use to reflect the utilisation of the vehicles.

Plant and equipment is held at fair value. When plant and equipment is specialised in use, such that it is rarely sold other than as part of a going concern, fair value is determined using the depreciated replacement cost method.

Leasehold improvements are held at fair value being depreciated cost. As there is no evidence of a reliable market-based fair value (or other relevant fair value indicators) for leasehold improvements, depreciated cost is the fair value for these types of assets. The valuation of leasehold improvements is based on significant unobservable inputs and accordingly is classified as a Level 3 asset.

There were no changes in valuation techniques throughout the period to 31 December 2020.

For all assets measured at fair value, the current use is considered the highest and best use.

Description of significant unobservable inputs to Level 3 valuations

2020 and 2019	Valuation technique	Significant unobservable inputs
Specialised land	Market approach	Community service obligation (CSO) adjustment
Specialised buildings	Current replacement cost	Useful life of buildings and cost per square metre
Motor vehicles	Current replacement cost	Useful life of vehicles
Plant and equipment	Current replacement cost	Useful life of plant and equipment
Leasehold improvements	Current replacement cost	Useful life of lease
Library collection	Current replacement cost	Useful life of library collection

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8. GOVERNANCE DISCLOSURES

8.1 Responsible persons

In accordance with the Ministerial Directions issued by the Assistant Treasurer under the Financial Management Act 1994, the following disclosures are made regarding responsible persons and executive officers for the reporting period.

The persons who held the positions of Ministers and Accountable Officers in the Institute are as follows:

Position	Name	Relevant Period
Minister for Training and Skills and Minister for Higher Education	The Hon. Gayle Tierney MP	1 January 2020 to 31 December 2020
Director and Chief Executive Officer (Accountable Officer)	Nicholas Hunt	1 January 2020 to 31 December 2020

Remuneration

Remuneration of the relevant Minister is disclosed in the financial report of the Department of Parliamentary Services. Other relevant interests are declared in the Register of Members' Interests which is completed by each member of the Parliament.

The Members of the Board of William Angliss Institute of TAFE are as follows:

Position	Name	Relevant Period
Ministerial Director/Board Chair	Dr A Astin AM, PSM	1 January 2020 to 31 December 2020
Ministerial Director	Mr R Clifton	1 January 2020 to 31 December 2020
Ministerial Director	Mrs V McIver	1 January 2020 to 31 December 2020
Ministerial Director	Hon J Pandazopoulos	1 January 2020 to 31 December 2020
Ministerial Director	Mr M Pignatelli	1 January 2020 to 31 December 2020
Co-opted Director	Ms W Jones	1 January 2020 to 31 December 2020
Co-opted Director	Ms B Richardson	1 January 2020 to 31 December 2020
Co-opted Director	Mr P Sexton	1 January 2020 to 31 December 2020
Elected Director	Ms K Hepner	1 January 2020 to 30 June 2020
Elected Director	Mr R Petts	1 July 2020 to 31 December 2020

Unless otherwise stated, all responsible persons have been in office for the year.

Remuneration

Remuneration received or receivable by the Accountable Officer in connection with the management of the Institute during the reporting period was in the range: \$310,000 – \$319,999 (2019: \$300,000 – \$309,999).

Remuneration received or receivable by the Responsible Persons, excluding the Accountable Officer, during the reporting period was in the range:

Income range	2020	2019
\$10,000 – \$19,999	-	1
\$20,000 – \$29,999	-	2
\$30,000 – \$39,999	7	5
\$40,000 – \$49,999	-	-
\$50,000 – \$59,999	1	-
\$60,000 – \$69,999	-	1
\$70,000 – \$79,999	1	-
\$80,000 – \$89,999	1	-
\$130,000 - \$139,999	-	-
\$140,000 - \$149,999	-	1
\$300,000 - \$309,999	-	-
Total number	10	10
Total remuneration (\$'000)	440	434

Remuneration of the Responsible Minister is included in the financial statements of the Department of Parliamentary Services.

WILLIAM ANGLISS INSTITUTE OF TAFE

8. GOVERNANCE DISCLOSURES

8.2 Remuneration of executives

The number of executive officers, other than the Accountable Officer, and their total remuneration during the reporting period is shown in the table below. Total annualised employee equivalents provides a measure of full time equivalent executive officers over the reporting period.

Remuneration comprises employee benefits in all forms of consideration paid, payable or provided by the entity, or on behalf of the entity, in exchange for services rendered, and is disclosed in the following categories.

Short-term employee benefits include amounts such as wages, salaries, annual leave or sick leave that are usually paid or payable on a regular basis, as well as non-monetary benefits such as allowances and free or subsidised goods or services.

Post-employment benefits include pensions and other retirement benefits paid or payable on a discrete basis when employment has ceased.

Other long-term benefits include long service leave, other long service benefits or deferred compensation.

Termination benefits include termination of employment payments, such as severance packages.

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Remuneration				
Short-term employee benefits	759	830	759	830
Post-employment benefits	70	75	70	75
Other long-term benefits	9	9	9	9
Termination benefits	13	40	13	40
Total remuneration	851	954	851	954
Total number of executives	6	8	6	8
Total annualised employee equivalents (i)	5	5	5	5

(i) Annualised employee equivalent is based on paid working hours of 38 ordinary hours per week over the 52 weeks for a reporting period.

8.3 Related parties

Related parties of the Institute and its Consolidated Group include:

- all key management personnel and their close family members and personal business interests (controlled entities, joint ventures and entities they have significant influence over);
- all entities that are controlled and consolidated into the Institute's consolidated financial statements; and
- all departments and public sector entities that are controlled and consolidated into the whole-of-state consolidated financial statements.

All related party transactions have been entered into on an arm's length basis.

The following entities have been consolidated into the Institute's financial statements in accordance with AASB 10:

- Angliss Consulting Pty Ltd;
- William Angliss Institute Foundation;
- Angliss Solutions Pty Ltd;
- Angliss Multimedia Pty Ltd;
- William Angliss Institute Pte Ltd; and
- Angliss (Shanghai) Education Technology Co Ltd.

WILLIAM ANGLISS INSTITUTE OF TAFE

8. GOVERNANCE DISCLOSURES

Transaction between the Institute and other related parties

	Transaction values for		Balances outstanding	
	year ended		as at 31 December	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Loans provided by subsidiary				
Angliss Consulting Pty Ltd	16	(851)	(835)	(851)
William Angliss Institute Pte Ltd	(366)	(2,443)	(2,809)	(2,443)
Loans provided to subsidiary				
Angliss (Shanghai) Education Technology Co Ltd	412	177	589	177
Other services provided to subsidiary				
Service charges payable by William Angliss Pte Ltd	-	200	-	200
Total	62	(2,917)	(3,055)	(2,917)

Compensation of key management personnel

Key management personnel of the Consolidated Group include the individuals as mentioned in Note 8.1 Responsible persons and Note 8.2 Remuneration to Executives.

	Consolidated		Institute	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Remuneration				
Short-term employee benefits	1,453	1,513	1,453	1,513
Post-employment benefits	130	133	130	133
Other long-term benefits	11	9	11	9
Termination benefits	13	40	13	40
Total remuneration	1,607	1,695	1,607	1,695

8.4 Remuneration of auditors

	Consolidated		Institute	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Remuneration of the Victorian Auditor-General's Office				
Audit of the financial statements	152	152	100	100
Total remuneration of the Victorian Auditor-General's Office	152	152	100	100
Remuneration of other auditors				
Internal audit services	59	40	59	40
Total remuneration of other auditors	59	40	59	40
Total	211	192	159	140

The Victorian Auditor-General's Office is not allowed to provide non-audit services.

WILLIAM ANGLISS INSTITUTE OF TAFE

9. OTHER DISCLOSURES

9.1 Other economic flows included in net result

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
(a) Net gain/(loss) on financial instruments				
Foreign currency exchange gain/(loss)	187	-	(4)	-
Impairment of loans and receivables	(185)	(111)	(79)	167
Total net gain/(loss) on financial instruments	2	(111)	(83)	167
(b) Other gains/(losses) from other economic flows				
Net gain/(loss) arising from revaluation of long service leave liability	(112)	(294)	(112)	(294)
Net gain/(loss) arising from revaluation of annual leave liability	(8)	(19)	(8)	(19)
Total other gains/(losses) from other economic flows	(120)	(313)	(120)	(313)
Total other economic flows included in net result	(118)	(424)	(203)	(146)

Net gain/(loss) from revaluation of long service leave liability and annual leave liability are changes arising due to changes in bond rates.

'Other economic flows' are changes arising from market remeasurements. They include:

- gains and losses from disposals of non-financial assets (refer to Note 4.1);
- revaluations and impairments of non-financial physical and intangible assets (refer to Note 4.1 and Note 4.2);
- remeasurement arising from employee benefits (refer to Note 3.1); and
- fair value changes of financial instruments (refer to Note 7.3).

This classification is consistent with the whole of government reporting format and is allowed under AASB 101 *Presentation of Financial Statements*.

9.2 Other equity reserves

	Consolidated		Institute	
	2020 \$'000	2019 \$'000	2020 \$'000	2019 \$'000
Physical asset revaluation surplus¹				
Balance at 1 January	160,464	148,477	160,464	148,477
Revaluation increment/(decrement) on non-current assets	-	11,987	-	11,987
Reversal of impairment losses	-	-	-	-
Total physical asset revaluation surplus	160,464	160,464	160,464	160,464
Foreign currency translation reserve²				
Balance at 1 January	(324)	(577)	-	-
Revaluation movement on translation of foreign subsidiaries	(332)	253	-	-
Total foreign currency translation reserve	(656)	(324)	-	-
Statutory reserve fund (China)³				
Balance at 1 January	2	-	-	-
Contribution of current year profit	11	2	-	-
Total statutory reserve fund (China)	13	2	-	-
Balance at 31 December	159,821	160,142	160,464	160,464

WILLIAM ANGLISS INSTITUTE OF TAFE

9. OTHER DISCLOSURES

Note:

1. The physical asset revaluation surplus arises on the revaluation of land and buildings.
2. Foreign currency translation reserve comprises all foreign currency differences arising from the translation of the financial statements of foreign operations.
3. Article 166 of Company Law of People's Republic of China: Companies shall contribute 10% of the profits into their statutory surplus reserve upon distribution of their post-tax profits of the current year.

9.3 Ex gratia expenses

	Consolidated		Institute	
	2020	2019	2020	2019
	\$'000	\$'000	\$'000	\$'000
Compensation for economic loss	7	-	7	-
Total ex gratia payments	7	-	7	-

WILLIAM ANGLISS INSTITUTE OF TAFE

9. OTHER DISCLOSURES

9.4 Controlled entities

The consolidated financial statements incorporate the assets, liabilities and results of the following controlled entities:

Controlled entities	Country of incorporation	Class of shares	2020 %	2019 %
Angliss Consulting Pty Ltd	Australia	Ordinary	100	100
William Angliss Institute Foundation	Australia	Ordinary	100	100
Angliss Solutions Pty Ltd	Australia	Ordinary	100	100
Angliss Multimedia Pty Ltd	Australia	Ordinary	100	100
William Angliss Institute Pte Ltd	Singapore	Ordinary	100	100
Angliss (Shanghai) Education Technology Co Ltd	China	Ordinary	100	100

Angliss Consulting Pty Ltd

The company has been established to manage overseas operations.

William Angliss Institute Foundation

The William Angliss Institute Foundation (the "Foundation") was established in 2010 with the primary purpose of raising funds, partly from public donations, to be invested and distributed to current and future students of the Institute in the form of scholarships. It is a company limited by guarantee and the Institute is the sole member of the Foundation.

As a tax deductible gift recipient, the Foundation's constitution requires that funds raised must only be used for the stated purpose of providing scholarships, and that upon winding up, the reserves remaining in the Foundation would need to be distributed to another gift recipient educational institution. The Institute is also a registered gift recipient educational institution.

The Institute currently, however, is the sole member of the Foundation. It controls the day to day operations of the Foundation within the stated purpose and it gains a substantial portion of the benefit of funds distributed through the courses undertaken at the Institute.

Angliss Solutions Pty Ltd

The company is a wholly owned subsidiary of Angliss Consulting Pty Ltd and has never traded.

Angliss Multimedia Pty Ltd

The company is a wholly owned subsidiary of Angliss Consulting Pty Ltd and has never traded.

William Angliss Institute Pte Ltd

The company is a wholly owned subsidiary of the Institute and was established to support the delivery of a contract with the SkillsFuture Singapore (SSG).

Angliss (Shanghai) Education Technology Co Ltd

This company is a wholly owned subsidiary of Angliss Consulting Pty Ltd and was established to support the Institute's operations in China.

9.5 Events after reporting date

No matters or circumstances have occurred subsequent to period end that have significantly affected, or may significantly affect, the operations of the Institute and the Consolidated Group, the results of those operations or the state of affairs of the Institute and the Consolidated Group in subsequent financial years.

9.6 Application of standards issued but not yet effective

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 31 December 2020 reporting period. The Department of Treasury and Finance assesses the impact of these new standards and advises the Institute of their applicability and early adoption where applicable.

As at 31 December 2020, there were no new accounting standards issued by the AASB, which are applicable for the year ending 31 December 2021 that are expected to impact the Institute.

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20.	FRD 22H 5.18 e	Statement, where applicable, on the implementation and compliance with the National Competition Policy, including compliance with the requirements of Victoria's Competitive Neutrality Policy and any subsequent reform	20
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24.	FRD 22H 5.13 5.14 5.15	<p>Consultants: Report of Operations must include a statement disclosing each of the following:</p> <ol style="list-style-type: none"> 1. Total number of consultancies of \$10,000 or more (excluding GST) 2. Location (e.g. website) of where the schedule with the below details of the consultancies over \$10,000 has been made publicly available <ul style="list-style-type: none"> • Consultant engaged • Brief summary of project • Total project fees approved (excluding GST) • Expenditure for reporting period (excluding GST) • Any future expenditure committed to the consultant for the project 3. Total number of consultancies individually valued at less than \$10,000 and the total expenditure for the reporting period 	31
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30.	FRD 119A	Transfers through contributed capital	43
31.	SD 5.2.1(a)	The Accountable Officer must implement and maintain a process to ensure the Agency's Annual Report is prepared in accordance with the FMA, the Standing Directions, the Instructions, applicable Australian Accounting Standards and Financial Reporting Directions.	2
32.	SD 5.2.3	The report of operations must be signed and dated by the Responsible Body or a member of the Responsible Body.	2
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FINANCIAL STATEMENTS REQUIRED UNDER PART 7 OF THE FINANCIAL MANAGEMENT ACT 1984			
35.	SD 5.2.2(b)	<p>The declaration required under Direction 5.2.2(a) must state that in the joint opinion of the signing persons:</p> <ul style="list-style-type: none"> • the financial statements present fairly the financial transactions during the reporting period and the financial position at the end of that period; and • the financial statements have been prepared in accordance with applicable requirements in the FMA, the Directions, the Financial Reporting Directions and Australian Accounting Standards. 	38
36.	SD 5.2.2(a)	<p>An Agency's financial statements must include a signed and dated declaration by:</p> <ul style="list-style-type: none"> • the Accountable Officer; • subject to Direction 5.2.2(c), the CFO; and • for Agencies with a statutory board or equivalent governing body established by or under statute, a member of the Responsible Body. 	38
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For over 80 years William Angliss Institute has been a learning community devoted to students with a passion for foods, hospitality, tourism and events, inspiring them and nurturing their careers with expert training, education and mentoring.

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