



Legal Profession  
Admission Board  
of New South Wales

# Legal Profession Admission Board

Annual Report  
2020-21

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# Letter to the Attorney General

The Hon Mark Speakman, SC MP  
Attorney General of New South Wales  
GPO Box 5341  
SYDNEY NSW 2001

Dear Attorney

We are pleased to present you with the Annual Report of the Legal Profession Admission Board for the year ended 30 June 2021, in accordance with the requirements of the *Annual Reports (Statutory Bodies) Act 1984*.

The Annual Report includes the audited financial report prepared in accordance with the *Public Finance and Audit Act 1983*.

We thank the members of the Legal Profession Admission Board, its Committees and Sub-Committees, as well as the staff of the Office of the Board, for their support and advice during the year.

Yours faithfully



The Hon Acting Justice A R Emmett AO  
Presiding Member  
Legal Profession Admission Board



The Hon Justice A Payne  
Member  
Legal Profession Admission Board

24 November 2021



## Charter

The Legal Profession Admission Board (LPAB) is a self-funding statutory corporation constituted by the *Legal Profession Uniform Law Application Act 2014*.

The LPAB's functions are also governed by the Legal Profession Uniform Admission Rules 2015, the NSW Admission Board Rules 2015, the *Public Notaries Act 1997*, and the Public Notaries Appointment Rules.

## Aims and Objectives

The LPAB is responsible for:

- determining the eligibility and suitability of people seeking to be admitted as a lawyer in NSW
- accrediting academic law courses and practical legal training courses in NSW
- registering, enrolling and examining students in the Board's Diploma in Law Course
- appointing public notaries in NSW, and
- maintaining the Roll of Lawyers and the Roll of Public Notaries in NSW.

## Structure

The Board comprises 11 members, made up of judges of the Supreme Court, deans of law schools, barristers, and solicitors. A list of Board members during 2020-21 is at Appendix A.

The LPAB is supported in the exercise of its functions by a number of Committees and Sub-Committees. The Legal Qualifications Committee superintends the qualification of candidates for admission as a lawyer, and advises the LPAB in relation to the accreditation of academic and practical legal training courses.

The Examinations Committee is responsible for overseeing the content and conduct of the LPAB's examinations and the candidatures of students-at-law in the Diploma course.

Members of the Committees are listed at Appendix B and C. Sub-Committee membership is shown at Appendix D.

Secretariat support to the LPAB and its Committees and Sub-Committees is provided by staff who are employees of the NSW Department of Communities and Justice.



# Review of Operations

## Admission of lawyers

The Supreme Court of NSW may admit a person to the Australian legal profession as an Australian lawyer. The role of the LPAB is to determine whether or not to issue a compliance certificate to the Supreme Court in respect of each applicant for admission.

The prerequisites for the issue of a compliance certificate are that the applicant:

- a) has attained the specified academic qualifications prerequisite; and
- b) has satisfactorily completed the specified practical legal training prerequisite; and
- c) is a fit and proper person to be admitted to the Australian legal profession.

During the period under review, 3,060 people were admitted as lawyers in NSW<sup>1</sup>, an increase of 18 per cent compared with the previous year. Other statistics about admission as a lawyer are set out in Table 1.

The majority of lawyers admitted in NSW held qualifications in law which were obtained wholly or partly in Australia. Around 6.6 per cent had previously been admitted as a lawyer in another country.

### *Assessment of academic qualifications*

People who obtained a law qualification overseas (or who hold an Australian law qualification which is more than five years old) must apply for an assessment of what, if any, additional study is necessary in order to be eligible for admission.

The LPAB received 631 such applications during 2020-21, an increase of 2.3 per cent compared with the previous year.

Applicants who sought an assessment of their foreign qualification had studied law in many different countries. The top countries were:

- United Kingdom (128)
- Hong Kong (57)
- South Africa (55)
- India (40)
- Brazil (20)
- United States of America (15)
- Philippines (10)
- Ireland (7)
- China (6)
- Argentina, Chile, France and Pakistan (5 each).

### *Assessment of Practical Legal Training (PLT)*

People who completed PLT overseas and have been admitted in a foreign jurisdiction (or who completed PLT in Australia more than five years ago) must apply for an assessment of what, if any, additional PLT is necessary in order to be eligible for admission.

The LPAB received 205 applications during 2020-21, an increase of 7.3 per cent compared with the previous year.

### *Assessment of stale learning*

The LPAB determined 74 applications for assessment of stale academic qualifications. Around 14 per cent of those applicants were required to undertake further academic study. No applications for assessment of stale PLT were received during 2020-21.

### *Early commencement of PLT*

Law students must not commence their PLT until after completing their academic qualifications in law, unless the PLT course is integrated with the qualification or the prior permission of the LPAB has been obtained. During 2020-21, the LPAB received 236 applications and all were approved.

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<sup>1</sup> This includes 41 New Zealand lawyers who were admitted pursuant to the *Trans-Tasman Mutual Recognition Act 1997* (Cth).

### *Assessment of fitness and propriety*

Applicants for admission must disclose to the LPAB any matter that could influence the assessment of their fitness and propriety to be admitted.

Around 38 per cent of applicants in 2020-21 made one or more disclosures. Around 7 per cent of applicants made a disclosure that was categorised as potentially significant to the assessment of their fitness and propriety.

The LPAB carefully reviews all disclosures and gives particular focus to those considered significant, often requiring the applicant to provide further information, and/or the Office of the LPAB to obtain independent verification of the facts.

During the year under review, 47 admission applicants disclosed a mental health issue. The LPAB issued a compliance certificate in respect of all applicants except one.

In each approved case, the LPAB was satisfied that the conditions disclosed would not affect the capacity of the applicant to carry out satisfactorily the inherent requirements of practice as an Australian legal practitioner.

The LPAB relied on recent medical evidence that the applicant's condition was being appropriately monitored, treated and managed, or that the applicant had not been symptomatic for an extended period of time.

### *Conditional admission*

During 2020-21, the LPAB did not determine any applications by foreign lawyers for conditional admission in accordance with section 20 of *Legal Profession Uniform Law (NSW)*.

### *Objections to issue of compliance certificates*

The LPAB is required to give notice of admission applications on its website, and does so by publishing the full names of applicants and their proposed dates of admission. The LPAB is not to issue a compliance certificate in respect of an applicant until it has afforded a reasonable opportunity for persons to object to the issue of a certificate. Objections were received in relation to one applicant during the year under review. The applicant has since been admitted.

### *Refusals of compliance certificates*

In 2020-21, the LPAB refused to issue a compliance certificate in respect of the admission of two applicants. In each case the reason for refusal was that the applicant was not a fit and proper person to be admitted.

One of the applicants refused admission was notified that they may consider re-applying after a specified period of time had elapsed.

*Table 1: Statistics regarding admission as a lawyer*

	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Applicants for admission as a lawyer	2,628	2,631	2,984
Applicants previously admitted overseas	154	155	195
Applicants disclosing a fitness and propriety matter	1,019	1,094	1,137
Applicants with significant disclosures	210	221	204
Applicants with minor disclosures	854	908	933
Applicants refused a compliance certificate	6	7	2
Number admitted to the legal profession	2,356	2,593	3,060
Number admitted previously admitted overseas	137	155	203
Number admitted under mutual recognition	73	48	41
Assessments of academic qualifications	653	617	631
Assessments of practical legal training	161	191	205

## Accreditation of law courses

The LPAB determines applications from law schools in NSW for accreditation or reaccreditation of law courses that provide the academic qualifications prerequisite. Accreditation or reaccreditation requires that the course:

- includes the equivalent of at least three years' full-time study of law; and
- provides for a student to acquire and demonstrate appropriate understanding and competence in each element of the academic areas of knowledge set out in Schedule 1 of the Legal Profession Uniform Admission Rules 2015.

The Uniform Admission Rules provide that the LPAB 'must monitor and may review any aspect of the performance of accredited law courses'. This function is undertaken subject to the LPAB's Framework for the Accreditation of Law Courses.

In April 2020 the LPAB wrote to law schools in NSW about temporary changes the schools needed to make in response to the COVID-19 pandemic, such as replacing face-to-face classes with online learning. Law schools were notified that such changes would be treated as continuing to comply with the terms of their existing accreditations, subject to certain conditions and limitations. This policy remained in place for 2020-21.

The LPAB also resolved it would not accredit any new law courses in 2020 and that reaccreditations scheduled for 2020 would be postponed until 2021.

Accreditation of law courses recommenced in 2021, with assessments of the following law courses being conducted remotely:

- Charles Sturt University's LLB and LLB/CrimJus
- Southern Cross University's LLB
- Western Sydney University's existing LLB and proposed JD.

These accreditations were still in progress as at the end of this reporting period.

As at 30 June 2021, apart from the LPAB's Diploma in Law course, there were 20 accredited law courses being offered in NSW by 13 institutions:

- Australian Catholic University (LLB)
- Charles Sturt University (LLB and LLB/CrimJustice)
- Macquarie University (LLB and JD)
- Southern Cross University (LLB)
- Australian National Institute of Management and Commerce (IMC) (formerly Top Education Institute (LLB))
- University of New England (LLB and JD)
- University of Newcastle (LLB and JD)
- University of Notre Dame (LLB)
- University of NSW (LLB and JD)
- University of Sydney (LLB and JD)
- University of Technology Sydney (LLB and JD)
- University of Wollongong (LLB)
- Western Sydney University (LLB).

## Accreditation of PLT providers

The LPAB also determines applications for accreditation from institutions which offer courses of PLT. Accreditation or reaccreditation recognises that successful completion of the course provides the required competencies for entry-level lawyers set out in Schedule 2 of the Legal Profession Uniform Admission Rules 2015.

During the year under review, the LPAB did not accredit or reaccredit any PLT courses. Existing providers of PLT courses were notified in April 2020 that temporary changes made in response to the COVID-19 pandemic would be treated as continuing to comply with the terms of their existing course accreditations, subject to certain conditions and limitations. This policy remained in place for 2020-21.

As at 30 June 2021, there were four providers of Practical Legal Training courses accredited in NSW:

- The College of Law
- University of Newcastle
- University of New South Wales
- University of Technology Sydney.

## Diploma in Law Course

The LPAB's Diploma in Law Course provides an affordable and accessible means of entry to the Australian legal profession.

The LPAB registers, enrolls and examines students in the Course, while the Law Extension Committee (LEC) of the University of Sydney provides the legal education for those students. Applicants for registration must meet one of the specified entry criteria.

The Course consists of 26 subjects, of which 17 are compulsory and another 3 must be taken as electives. Examinations are held in the first week of March and September each year, with enrolments for the subsequent term taking place during the last week of October and April.

In response to the COVID-19 pandemic, the LPAB and the LEC maintained or modified a series of temporary changes to tuition and assessment practices, in order to comply with Government health advice and to keep students, lecturers and staff safe. These included:

- providing lectures online where necessary
- restructuring weekend schools to focus on review and consolidation of, and interaction about, lecture content
- continuing a temporary scheme where students whose financial circumstances had been significantly negatively affected by the COVID-19 pandemic could apply to postpone the payment of enrolment fees
- staging examinations in all subjects in September 2020 in the form of an online take-home exam
- providing an online exam option for students who were unable to travel to an in-person exam venue in March 2021
- maintaining a Supplementary Policy on Special Examination Arrangements to assist students who faced technological or accommodation barriers to sitting an online exam.

*Table 2: Statistics regarding the Diploma in Law course*

	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Applications for registration as a student-at-law	512	541	531
Students enrolled in Term 1	1,018	1,096	1,172
Students enrolled in Term 2	1,027	1,140	1,127
Number of enrolments in all subjects	3,901	4,298	4,495
Examinations sat	3,456	3,431	3,844
Students graduated	123	108	109

### *Orientation Days*

Orientation days for new students were held twice a year at the beginning of each semester, in November and May.

### *Graduation*

The LPAB and the LEC usually host the Diploma in Law graduation ceremony at the Great Hall of the University of Sydney once in each calendar year.

Regrettably the graduation ceremony scheduled that had been scheduled for 16 July 2021 was cancelled due to the COVID-19 pandemic.

## **Public Notaries**

Public notaries are appointed by the Supreme Court, pursuant to the *Public Notaries Act 1997* and the Public Notaries Appointment Rules. Applicants must have completed the Notarial Practice Course offered by The College of Law, and be lawyers of at least five years standing.

The LPAB administers the appointment process and maintains the Roll of Public Notaries, including an annual update of the particulars on record for all notaries.

Common functions of notaries include authenticating official and personal documents for use overseas, witnessing the signatures of individuals on documents and authenticating identity by affixing an official seal.

During 2020-21, the LPAB administered the appointment of 3 new public notaries. The small number of appointments is attributed to the Notarial Practice Course not being offered during the COVID-19 pandemic.

The LPAB was notified that 4 public notaries had either retired or not renewed their practising certificates. This brings the total number registered in NSW to 1,076.

*Table 3: Statistics regarding Public Notaries*

	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
New public notaries appointed	35	33	3
Public notaries not renewing	42	29	4
Total number of public notaries on Roll	1,073	1,077	1,076



# Highlights in 2020-21

## COVID-19 Pandemic

The LPAB maintained the timely provision of services in all the areas of its operations, and also continued to adjust the design and delivery of its services in response to emerging developments in the COVID-19 pandemic in NSW.

The formal admission of lawyers continued throughout the financial year via the new 'remote' process by which oaths/affirmations were taken 'on the papers' ie without the need to attend a ceremony at the Supreme Court.

However admission ceremonies at the Court re-commenced in February 2021, effectively giving admittees the option of either an 'in-person' or a 'remote' admission. To comply with COVID-19 physical distancing requirements, the number of admittees at each ceremony was reduced and the frequency of ceremonies was consequently increased. For several months, admission ceremony days were staged twice every week.

Unfortunately in-person ceremonies had to be cancelled again from 25 June 2021 due to public health orders in Sydney. A new 'virtual' ceremony format was then introduced which allowed admittees to view their ceremony remotely via livestream video from the Court.

Further initiatives in response to the pandemic and affecting students-at-law are described under the 'Diploma in Law Course' section above.

## Digitisation program

With the assistance of the Department of Communities and Justice, the LPAB issued a Request for Information (RFI) in relation to its required digital case management solutions and assessed the responses received. As at the end of the financial year, a determination about the result remained pending.

In the meantime, the LPAB made improvements to existing digital services, including an upgrade of the online fee payment portal and a review of automated messaging in the online Admission Portal.

In February the LPAB decided to adopt the Diligent Board Portal to streamline the compilation and presentation of Board meeting papers, which often comprise several hundred pages of documentation.

In April the LPAB issued a Request for Information about firms which have a track record of providing services to support the remote invigilation of online exams. The aim was to identify IT solutions which could in future mitigate the risk of in-person exams being disrupted by public health orders, while also maintaining the integrity of exam supervision.

In May the LPAB announced that, effective from 1 July 2021, it would only accept evidence of Australian qualifications in a digital format received either via the My eEquals digital credentials platform or via email sent directly by the issuing institution. This admission requirement relates to both academic and practical legal training qualifications obtained in Australia.

## Policy Review

The LPAB commenced a systematic review of policies relating to the Diploma in Law Course. However no new or amended policies were approved during the reporting period, primarily due to operational priorities arising from the COVID-19 pandemic.

## Newcastle

The annual admission day in Newcastle was held on 24 February 2021 in the Concert Hall at Newcastle City Hall.

As it was the 25th anniversary of admission ceremonies in Newcastle, a bench of 3 judicial officers presided, including the Chief Justice of New South Wales, the Honourable T F Bathurst AC. TV and news media also attended.

# The Year Ahead

## Digitisation program

The second stage of the procurement process for digital case management solutions, involving a Request for Tenders (RFT), will be undertaken during the next financial year.

## Office relocation

In late June 2021 the NSW Government notified the LPAB that it wishes to acquire and demolish the building at 37 Bligh Street Sydney in which the Office of the LPAB is located. The land is required for the Hunter Street station of the Sydney Metro project.

During 2021-22 the LPAB will negotiate the sale of its strata lot on Level 4 at 37 Bligh Street and plans to relocate to alternative premises within the Sydney central business district.



## Acronym Glossary

JD	Juris Doctor degree
LACC	Law Admissions Consultative Committee
LEC	Law Extension Committee (of the University of Sydney)
LLB	Bachelor of Laws degree
LPAB	Legal Profession Admission Board
NSW	New South Wales
PLT	Practical Legal Training

## Contact Details

Legal Profession Admission Board of NSW

Phone: (02) 9338 3500

Email: [lpab@justice.nsw.gov.au](mailto:lpab@justice.nsw.gov.au)

Web: [www.lpab.justice.nsw.gov.au](http://www.lpab.justice.nsw.gov.au)

Post: GPO Box 3980

Sydney NSW 2001

Australia

Street: Level 4

37 Bligh Street

Sydney NSW 2000

Australia

Hours: 9:00am to 5:00pm

Monday to Friday

(excluding public holidays)

## Appendix A: Legal Profession Admission Board

During 2020-21, the members of the LPAB were as set out below. The LPAB held six scheduled meetings, which were attended as indicated.

Member	Qualification and method of appointment	Term	Attendance
The Hon T F Bathurst AC	Chief Justice of the Supreme Court of NSW, pursuant to Schedule 3 of the <i>Legal Profession Uniform Law Application Act 2014</i>	1 July 2020 to 30 June 2021	N/A*
The Hon Acting Justice A R Emmett AO (Presiding Member)	Judge of the Supreme Court of NSW, nominated by the Chief Justice	1 July 2020 to 30 June 2021	6
The Hon Justice A Payne (Deputy Presiding Member)	Judge of the Supreme Court of NSW, nominated by the Chief Justice	1 July 2020 to 30 June 2021	6
The Hon Justice G Lindsay	Judge of the Supreme Court of NSW, nominated by the Chief Justice	1 July 2020 to 30 June 2021	6
Ms Margaret Allars SC	Barrister, nominated by the Bar Council	1 July 2020 to 30 June 2021	6
Ms Jennifer Ball	Solicitor, nominated by the Law Society Council	14 April to 30 June 2021	1
Mr John Dobson	Solicitor, nominated by the Law Society Council	1 July 2020 to 14 April 2021	5
Ms Phillipa Hetherington	Department of Justice officer, nominated by the Attorney General	1 July 2020 to 30 June 2021	4
Professor Lesley Hitchens	Dean of Law School, nominated by New South Wales law deans	1 July 2020 to 30 June 2021	5
Mr Wen-Ts'ai Lim	Solicitor, nominated by the Law Society Council	1 July 2020 to 30 June 2021	5
Professor Michael Quinlan	Dean of Law School, nominated by New South Wales law deans	1 July 2020 to 30 June 2021	5
Mr Julian Sexton SC	Barrister, nominated by the Bar Council	1 July 2020 to 30 June 2021	3

\* The Chief Justice is represented at meetings of the LPAB by the Presiding Member.

## Appendix B: Legal Qualifications Committee

During 2020-21, the members of the Legal Qualifications Committee were as set out below. The Legal Qualifications Committee held six scheduled meetings, which were attended as indicated.

Member	Qualification and method of appointment	Term	Attendance
The Hon Justice Lucy McCallum (Chairperson)	Judge of Supreme Court of NSW, nominated by the Chief Justice	1 July 2020 to 30 June 2021	6
The Hon Justice Richard Cavanagh	Judge of Supreme Court of NSW, nominated by the Chief Justice	1 July 2020 to 30 June 2021	5
The Hon Justice Kate Williams	Judge of Supreme Court of NSW, nominated by the Chief Justice	1 July 2020 to 5 October 2020	2
The Hon Justice Julie Ward	Judge of Supreme Court of NSW, nominated by the Chief Justice	6 October 2020 to 30 June 2021	3
Mr Edward Muston SC	Barrister, nominated by Bar Council	1 July 2020 to 30 June 2021	6
Mr Yaseen Shariff	Barrister, nominated by Bar Council	1 July 2020 to 30 June 2021	3
Ms Sonia Tame	Barrister, nominated by Bar Council	1 July 2020 to 30 June 2021	6
Mr Thomas Spohr	Solicitor, nominated by the Law Society Council	1 July 2020 to 30 June 2021	5
Mr Richard Flitcroft	Solicitor, nominated by the Law Society Council	1 July 2020 to 30 June 2021	5
Professor Theunis Roux	Law Lecturer, nominated by Council of Australian Law Deans	1 July 2020 to 30 June 2021	5
Associate Professor Maxine Evers	Law lecturer, nominated by Council of Australian Law Deans	1 July 2020 to 30 June 2021	3
Mr Prasan Ulluwishewa	Assistant Dean, nominated by the Council of Australian Law Deans	1 July 2020 to 30 June 2021	4
Dr Gordon Elkington	Barrister, appointed by co-option	1 July 2020 to 30 June 2021	6
Mr Greg Ross	Solicitor, appointed by co-option	1 July 2020 to 30 June 2021	6
Mr Peter Underwood	Lawyer, appointed by co-option	1 July 2020 to 30 June 2021	4

## Appendix C: Examinations Committee

During 2020-21, the members of the Examinations Committee were as set out below. The Examinations Committee held five scheduled meetings, which were attended as indicated.

<b>Member</b>	<b>Qualification and method of appointment</b>	<b>Term</b>	<b>Attendance</b>
The Hon Justice P Hamill (Chairperson)	Judge of Supreme Court of NSW, nominated by the Chief Justice	1 July 2020 to 30 June 2021	2
The Hon Justice R Darke	Judge of Supreme Court of NSW, nominated by the Chief Justice	1 July 2020 to 30 June 2021	4
Mr Ross Anderson	Examiner, appointed by the Chairperson of the Committee	1 July 2020 to 30 June 2021	3
Mr Andrew Boog	Solicitor, nominated by the Law Society Council	1 July 2020 to 30 June 2021	5
Ms Susan Carter	Examiner, appointed by the Chairperson of the Committee	1 July 2020 to 30 June 2021	5
Mr Michael Christie SC	Barrister, nominated by the Bar Council	1 July 2020 to 30 June 2021	3
Mr John Dobson	Appointed by co-option by the Committee	1 July 2020 to 30 June 2021	5
Ms Maureen Noonan	Examiner, appointed by the Chairperson of the Committee	1 July 2020 to 30 June 2021	5

## Appendix D: Sub-Committees

### Academic Exemptions Sub-Committee

The Academic Exemptions Sub-Committee, determines applications in relation to overseas and local academic qualifications. During 2020-21, members of the Sub-Committee were:

- The Hon Justice L McCallum
- Dr Gordon Elkington
- Mr Peter Underwood.

### Curriculum Sub-Committee

Positions on the Curriculum Sub-Committee were not filled for 2020-21. Any issues in relation to the planning and review of the curriculum and syllabi for the LPAB's examinations were dealt with by the whole Committee at scheduled meetings.

### Performance Review Sub-Committee

The Performance Review Sub-Committee determines applications under Rule 67 in relation to exclusion from the LPAB's Diploma in law course. During 2020-21, members of the Sub-Committee were:

- Mr John Dobson
- Ms Susan Carter
- Mr Andrew Boog.

### Practical Training Exemptions Sub-Committee

The Practical Training Exemptions Sub-Committee determines applications in relation to overseas and local practical training experience and qualifications. During 2020-21, members of the Sub-Committee were:

- Ms Maxine Evers
- Mr Greg Ross
- Mr Richard Flitcroft.

### Quality Sub-Committee

Positions on the Quality Sub-Committee were not filled for 2020-21. Any issues in relation to the quality of the LPAB's examinations were dealt with by the whole Committee at scheduled meetings

# Appendix E: Additional Reporting Matters

## Annual report costs

The LPAB did not incur any external costs in producing the Annual Report for 2020-21.

The Annual Report may be accessed at the LPAB's website, [www.lpab.justice.nsw.gov.au](http://www.lpab.justice.nsw.gov.au).

## Consultants

No consultants were engaged by or on behalf of the LPAB during 2020-21.

## Consumer response

The LPAB responds to consumer feedback and complaints that are received via the NSW Government Feedback Assist portal as well as via email, telephone, and by referral from the Department of Communities and Justice or the Attorney General.

In response to 42 instances of client feedback in 2020-21, the LPAB upgraded the online fee payment portal to make delivery options clearer, and reviewed automated messaging in the online Admission Portal to ensure that admission applicants could always see the latest information, regardless of when they received an automated email. Following a specific client complaint, the LPAB also reviewed and amended information in its Guide for Applicants for Admission about identification procedures and requirements for translation of identity documents that are not in English.

As a result of feedback from selected admittees who were delaying their admission until they had the opportunity to be admitted in the presence of family and friends, significant efforts were made to plan and manage the re-commencement of admission ceremonies at the Supreme Court while ensuring the safety of all attendees and compliance with public health orders.

## Controlled entities

The LPAB does not have any controlled entities of the kind referred to in section 39(1A) of the *Public Finance and Audit Act 1983*.

## Economic factors

Except for relatively minor impacts of the COVID-19 pandemic, no economic factors affected the achievement of operational objectives during 2020-21.

## Funds granted to non-government community organisations

The LPAB did not grant any funds to non-government community organisations during 2020-21.

## Human resources

	2018-19		2019-20		2020-21	
	M	F	M	F	M	F
Clerk 11/12	0	1	1	0	1	0
Legal Officer I-III	0	1	0	1	0	1
Clerk 7/8	0	2	0	2	0	2
Clerk 5/6	0	2	0	2	0	2
Clerk 3/4	2	1	2	1	1	2
Clerk 1/2	1	2	1	2	2	3
<b>Total males and females</b>	<b>3</b>	<b>9</b>	<b>4</b>	<b>8</b>	<b>4</b>	<b>10</b>
<b>Total employees</b>	<b>12</b>		<b>12</b>		<b>14</b>	

As at 30 June 2021, the Office of the LPAB was staffed by 14 full time equivalent employees of the Department of Communities and Justice. The LPAB also engages temporary and casual staff including examiners, revising examiners and examination invigilators. As at 30 June 2021, the Office of the LPAB was managed by the Executive Officer, Mr Christopher Banks.

## Land disposal

The LPAB did not dispose of any land or properties during 200-21.

## Legal change

In 2020-21 there were no changes to legislation and no significant judicial decisions that affected the functions of the LPAB or users of its services.

The LPAB increased selected fees in 2020-21, requiring relevant amendments to the fee schedules in the NSW Admission Board Rules 2015 and in the Public Notaries Appointment Rules.

## Multicultural policies and services

Information about multicultural policies and services is reported in the Annual Report of the NSW Department of Communities and Justice.

## Promotion

No overseas visits were undertaken by members, officers or employees of the LPAB with the use of LPAB funds during the reporting year.

## Research and development

The LPAB did not undertake any research and development activities during 2020-21.

## **Risk management and insurance**

The LPAB shares the Audit and Risk Committee of the NSW Department of Communities and Justice. All identified risks were assessed as having an overall risk rating of 'Low'. Information about the management of financial risk is contained in the notes to the financial statements.

The LPAB's insurance cover is arranged by the NSW Department of Communities and Justice and provided by the Treasury Managed Fund (TMF), a government-wide self-insurance scheme. The insurance program covers workers' compensation, public liability, motor vehicle accident, property, and miscellaneous liability. During 2020-21, the LPAB did not make any claims under this insurance cover.

## **Workforce diversity**

As staff of the LPAB are employees of the NSW Department of Communities and Justice, workforce diversity information is reported in the Annual Report of the Department.

## **Work health and safety**

No employee made any claim for workers compensation for a work-related injury.



# Appendix F: Internal Audit and Risk Management

## Internal Audit and Risk Management Attestation Statement for the 2020-21 Financial Year for the Legal Profession Admission Board

I, Christopher Banks, am of the opinion that the Legal Profession Admission Board has internal audit and risk management processes in operation that are, excluding the exemptions or transitional arrangements described below, compliant with six (6) of the seven (7) Core Requirements set out in the *Internal Audit and Risk Management Policy for the NSW Public Sector*, specifically:

Core Requirements	For each requirement, please specify whether compliant, non-compliant, or in transition
<b>Risk Management Framework</b>	
1.1 The Accountable Authority shall accept ultimate responsibility and accountability for risk management in the agency	Compliant
1.2 The Accountable Authority shall establish and maintain a risk management framework that is appropriate for the agency. The Accountable Authority shall ensure the framework is consistent with AS ISO 31000:2018.	Compliant
<b>Internal Audit Function</b>	
2.1 The Accountable Authority shall establish and maintain an internal audit function that is appropriate for the agency and fit for purpose.	Compliant
2.2 The Accountable Authority shall ensure the internal audit function operates consistent with the International Standards for the Professional Practice of Internal Auditing.	Compliant
2.3 The Accountable Authority shall ensure the agency has an Internal Audit Charter that is consistent with the content of the 'model charter'.	Compliant
<b>Audit and Risk Committee</b>	
3.1 The Accountable Authority shall establish and maintain efficient and effective arrangements for independent Audit and Risk Committee oversight to provide advice and guidance to the Accountable Authority on the agency's governance processes, risk management and control frameworks, and its external accountability obligations.	Compliant
3.2 The Accountable Authority shall ensure the Audit and Risk Committee has a Charter that is consistent with the content of the 'model charter'.	In Transition

### Membership

The current chair and members of the Audit and Risk Committee are:

- Independent Chair, Carolyn Burlew, 1 August 2019 to 31 July 2022
- Independent Member 1, Christine Feldmanis, 1 August 2019 to 31 July 2022
- Independent Member 2, Abby Bloom, 1 August 2019 to 31 July 2022
- Independent Member 3, John Hunter, 25 October 2019 to 22 June 2021
- Independent Member 4, Garry Dinnie, 1 February 2021 to 31 March 2024
- Independent Member, Denise Aldous, 1 August 2019 to 31 December 2020.

### Shared Arrangements

I, Christopher Banks, advise that the Legal Profession Admission Board has entered into an approved shared arrangement with the following agencies:

- Department of Communities and Justice
- Crown Solicitor's Office
- Office of the Ageing and Disability Commissioner.

The resources shared include the Audit and Risk Committee, the Chief Audit Executive and the internal audit functions. The shared Audit and Risk Committee is a Principal Department Led Shared Audit and Risk Committee.

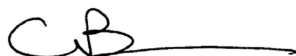
**Departures from Core Requirements**

I, Christopher Banks, advise that the internal audit and risk management processes for the Legal Profession Admission Board depart from the following Core Requirements set out in the Internal Audit and Risk Management Policy for the General Government Sector:

- The departure from the Core Requirements is due to the agency implementing measures to achieve compliance with new policy requirements consistent with the permitted transitional arrangements.

Departure	Reason for departure and description of practicable alternative measures implemented/being implemented
In Transition	
<ul style="list-style-type: none"> <li>• Core Requirement 3.2</li> </ul>	<ul style="list-style-type: none"> <li>• The Legal Profession Admission Board completed and submitted an Audit and Risk Committee Charter to Treasury in September 2020 which did not reflect all the Accountable Authorities in the Principal Department Led Shared Arrangements.</li> <li>• A revised Audit and Risk Committee Charter has been completed and will be signed by all Accountable Authorities consistent with the 'model charter' and in compliance with the new policy requirements in September 2021. This step will ensure that all the Accountable Authorities will be compliant with Core Requirement 3.2 and be fully compliant by October 2021.</li> <li>• I, Christopher Banks, note I am not required to apply to the agency's Portfolio Minister for being "in transition" from Core Requirement 3.2 for this reporting period.</li> </ul>

These processes, including the practicable alternative measures being implemented, demonstrate that the Legal Profession Admission Board has established and maintained frameworks, including systems, processes and procedures for appropriately managing audit and risk within the Legal Profession Admission Board.



Christopher Banks  
Executive Officer, Legal Profession Admission Board

## Appendix G: Cyber Security

### Cyber Security Annual Attestation Statement for the 2020-2021 Financial Year for the Legal Profession Admission Board

I, Christopher Banks, Executive Officer of the Legal Profession Admission Board, am of the opinion that the Legal Profession Admission Board has managed cyber security risks in a manner consistent with the Mandatory Requirements set out in the NSW Government Cyber Security Policy.

Digital information and services for the Legal Profession Admission Board (the Board) are provided by the NSW Department of Communities and Justice (the Department). The Board relies on the cyber security strategies and responses of the Department.

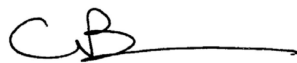
Governance is in place within the Department and the Board to manage the cyber security maturity and initiatives of the Board.

Risks to the information and systems of the Legal Profession Admission Board have been assessed and managed.

There exists an appropriate cyber incident response plan for the Department which has been tested during the reporting period.

The Department has an Information Security Management System (ISMS) in place.

This attestation covers the Legal Profession Admission Board.



Christopher Banks  
Executive Officer, Legal Profession Admission Board

# Appendix H: Financial Statements



## INDEPENDENT AUDITOR'S REPORT

### Legal Profession Admission Board

To Members of the New South Wales Parliament

#### Opinion

I have audited the accompanying financial statements of the Legal Profession Admission Board (the Board), which comprise the Statement by Members of the Board, the Statement of Comprehensive Income for the year ended 30 June 2021, the Statement of Financial Position as at 30 June 2021, the Statement of Changes in Equity and the Statement of Cash Flows, for the year then ended, notes comprising a Statement of Significant Accounting Policies, and other explanatory information.

In my opinion, the financial statements:

- have been prepared in accordance with Australian Accounting Standards and the applicable financial reporting requirements of the *Government Sector Finance Act 2018* (GSF Act), the *Government Sector Finance Regulation 2018* (GSF Regulation) and the Treasurer's Directions
- presents fairly the Board's financial position, financial performance and cash flows.

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

#### Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Board in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of public sector agencies
- precluding the Auditor-General from providing non-audit services.

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

## **The Board's Responsibilities for the Financial Statements**

The members of the Board are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards, the GSF Act, GSF Regulations and Treasurer's Directions. The members of the Board's responsibility also includes such internal control as the members of the Board determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the members of the Board are responsible for assessing the Board's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: [www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](http://www.auasb.gov.au/auditors_responsibilities/ar4.pdf). The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Board carried out its activities effectively, efficiently and economically
- about the assumptions used in formulating the budget figures disclosed in the financial statements
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Chris Harper  
Director, Financial Audit

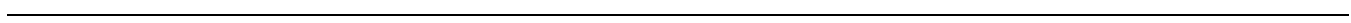
Delegate of the Auditor-General for New South Wales

18 October 2021  
SYDNEY

# **Legal Profession Admission Board**

Annual Financial Statements

for the year ended 30 June 2021



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**Legal Profession Admission Board**  
**Statement by members of the Board**  
for the year ended 30 June 2021

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Pursuant to Section 7.6 (4) of the *Government Sector Finance Act 2018* and in accordance with a resolution of the members of the Legal Profession Admission Board, we declare on behalf of the Board that in our opinion:

1. The accompanying financial statements exhibit a true and fair view of the financial position as at 30 June 2021 and financial performance and cash flows of the Legal Profession Admission Board for the year then ended.
2. The financial statements have been prepared in accordance with the provision of the *Government Sector Finance Act 2018* (the GSF Act), Government Sector Finance Regulation 2018, applicable Australian Accounting Standards (which include Australian Accounting Interpretations) and Treasurer's Directions issued under the GSF Act.

As at the date of this statement, there are no circumstances which would render any particulars included in the financial statements to be misleading or inaccurate.

Dated: 14 October 2021



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Board Member



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Board Member

**Legal Profession Admission Board**  
**Statement of comprehensive income**  
for the year ended 30 June 2021

	Notes	Actual 2021 \$	Actual 2020 \$
<b>Expenses excluding losses</b>			
Personnel services expenses	2(a)	1,854,156	1,731,892
Operating expenses	2(b)	911,818	610,300
Depreciation and amortisation	2(c)	262,743	244,442
<b>Total expenses excluding losses</b>		<b>3,028,717</b>	<b>2,586,634</b>
<b>Revenue</b>			
Sale of goods and services from contracts with customers	3(b)	3,463,318	3,287,644
Investment revenue	3(c)	13,083	51,375
Acceptance by the Crown of employee benefits and other liabilities	3(d)	41,184	40,564
Rental income	3(e)	-	721
<b>Total revenue</b>		<b>3,517,585</b>	<b>3,380,304</b>
Gain/(losses) on disposal	4	(11,600)	-
<b>Net result</b>		<b>477,268</b>	<b>793,670</b>
<b>Other comprehensive income</b>			
Changes in revaluation surplus of property, plant and equipment		47,286	521,333
<b>Total other comprehensive income</b>		<b>47,286</b>	<b>521,333</b>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>524,554</b>	<b>1,315,003</b>

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

**Legal Profession Admission Board**  
**Statement of financial position**  
as at 30 June 2021

	Notes	Actual 2021 \$	Actual 2020 \$
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	5	9,804,994	8,942,056
Receivables	6	489,574	558,604
		<u>10,294,568</u>	<u>9,500,660</u>
Non-current asset held for sale	10	4,330,591	-
<b>Total current assets</b>		<b><u>14,625,159</u></b>	<b><u>9,500,660</u></b>
<b>Non-current assets</b>			
Receivables	6	48,960	42,800
Property, plant and equipment			
Land and Building	8	-	4,459,528
Plant and equipment	8	-	3,058
Total property, plant and equipment		<u>-</u>	<u>4,462,586</u>
Intangible assets	9	23,765	118,827
<b>Total non-current assets</b>		<b><u>72,725</u></b>	<b><u>4,624,213</u></b>
<b>Total assets</b>		<b><u>14,697,884</u></b>	<b><u>14,124,873</u></b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	12	1,864,830	1,856,899
Contract liabilities	7	527,165	564,000
Provisions	13	777,443	707,437
<b>Total current liabilities</b>		<b><u>3,169,438</u></b>	<b><u>3,128,336</u></b>
<b>Non-current liabilities</b>			
Provisions	13	57,153	49,798
<b>Total non-current liabilities</b>		<b><u>57,153</u></b>	<b><u>49,798</u></b>
<b>Total liabilities</b>		<b><u>3,226,591</u></b>	<b><u>3,178,134</u></b>
<b>Net assets</b>		<b><u>11,471,293</u></b>	<b><u>10,946,739</u></b>
<b>EQUITY</b>			
Reserves		3,054,686	3,007,400
Accumulated funds		8,416,607	7,939,339
<b>Total equity</b>		<b><u>11,471,293</u></b>	<b><u>10,946,739</u></b>

The accompanying notes form part of these financial statements.

# Legal Profession Admission Board

## Statement of changes in equity

for the year ended 30 June 2021

	Accumulated funds \$	Asset revaluation surplus \$	Total equity \$
<b>Balance at 1 July 2020</b>	7,939,339	3,007,400	10,946,739
<b>Net result for the year</b>	<b>477,268</b>	-	<b>477,268</b>
<b>Other comprehensive income</b>			
Net change in revaluation surplus of property, plant and equipment	-	47,286	47,286
<b>Total other comprehensive income</b>	-	<b>47,286</b>	<b>47,286</b>
<b>Total comprehensive income for the year</b>	<b>477,268</b>	<b>47,286</b>	<b>524,554</b>
<b>Transactions with owners in their capacity as owners</b>			
Increase / (decrease) in net assets from equity transfers	-	-	-
<b>Balance at 30 June 2021</b>	<b>8,416,607</b>	<b>3,054,686</b>	<b>11,471,293</b>
<b>Balance at 1 July 2019</b>	7,145,669	2,486,067	9,631,736
<b>Net result for the year</b>	<b>793,670</b>	-	<b>793,670</b>
<b>Other comprehensive income</b>			
Net change in revaluation surplus of property, plant and equipment	-	521,333	521,333
<b>Total other comprehensive income</b>	-	<b>521,333</b>	<b>521,333</b>
<b>Total comprehensive income for the year</b>	<b>793,670</b>	<b>521,333</b>	<b>1,315,003</b>
<b>Transactions with owners in their capacity as owners</b>			
Increase / (decrease) in net assets from equity transfers	-	-	-
<b>Balance at 30 June 2020</b>	<b>7,939,339</b>	<b>3,007,400</b>	<b>10,946,739</b>

The accompanying notes form part of these financial statements.

# Legal Profession Admission Board

## Statement of cash flows

for the year ended 30 June 2021

	Notes	Actual 2021 \$	Actual 2020 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Payments</b>			
Personnel services		(1,744,495)	(1,600,884)
Tuition fees		(401,746)	-
Other		(849,015)	(781,256)
<b>Total payments</b>		<b>(2,995,256)</b>	<b>(2,382,140)</b>
<b>Receipts</b>			
Admission	3(b)	1,683,840	1,603,641
Diploma Course		1,283,135	1,309,759
Public Notary	3(b)	101,610	118,280
Interest received		13,083	51,375
Advanced fees		-	1,547,186
Other		776,526	550,513
<b>Total receipts</b>		<b>3,858,194</b>	<b>5,180,754</b>
<b>NET CASH FLOWS FROM OPERATING ACTIVITIES</b>	16	<b>862,938</b>	<b>2,798,614</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Purchases of property, equipment and intangibles		-	(11,600)
<b>NET CASH FLOWS FROM INVESTING ACTIVITIES</b>		<b>-</b>	<b>(11,600)</b>
<b>NET INCREASE IN CASH AND CASH EQUIVALENTS</b>		<b>862,938</b>	<b>2,787,014</b>
Opening cash and cash equivalents		8,942,056	6,155,042
<b>CLOSING CASH AND CASH EQUIVALENTS</b>	5	<b>9,804,994</b>	<b>8,942,056</b>

The accompanying notes form part of these financial statements.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

---

### 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

#### (a) Reporting entity

The Legal Profession Admission Board (the Board) is constituted under Division 1 of Part 3 of the *Legal Profession Uniform Law Application Act 2014 No. 16*. The Board is a not-for-profit entity (as profit is not its principal objective) and it has no cash generating units. The Board is a NSW government entity and is controlled by the State of New South Wales, which is the ultimate parent.

The financial statements for the year ended 30 June 2021 have been authorised for issue by the Board on the recommendation of the Audit and Risk Committee on 14 October 2021.

#### (b) Basis of preparation

The Board's financial statements are general purpose financial statements which have been prepared on an accruals basis and in accordance with:

- applicable Australian Accounting Standards (which include Australian Accounting Interpretations);
- the requirements of the *Government Sector Finance Act 2018* (the GSF Act); and
- Treasurer's Directions issued under the GSF Act.

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

Judgements, key assumptions and estimations that management have made are disclosed in the relevant notes to the financial statements. Costs incurred that are incremental and directly attributable to the COVID-19 pandemic have been disclosed. Refer Note 2 (b) and Note 19.

All amounts are rounded to the nearest dollar and are expressed in Australian currency, which is the Board's presentation and functional currency.

The financial statements have been prepared on a going concern basis.

#### (c) Statement of compliance

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

#### (d) Accounting for Goods and Services Tax (GST)

Income, expenses and assets are recognised net of the amount of GST, except that the:

- amount of GST incurred by the Board as a purchaser that is not recoverable from the Australian Taxation Office (ATO) is recognised as part of the cost of acquisition of an asset or part of an item of expense; and
- receivables and payables are stated with the amount of GST included.

Cash flows are included in the Statement of Cash Flows on a gross basis. However, the GST components of cash flows arising from investing and financing activities which are recoverable from, or payable to, the ATO are classified as operating cash flows.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

---

### 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

#### (e) Equity and reserves

##### (i) Revaluation surplus

The revaluation surplus is used to record increments and decrements on the revaluation of non-current assets. This accords with the Board's policy on the revaluation of property, plant and equipment as discussed in Note 8.

##### (ii) Accumulated funds

The category 'Accumulated Funds' includes all current and prior period retained funds.

#### (f) Comparative information

Except when an Australian Accounting Standard permits or requires otherwise, comparative information is disclosed in respect of the previous period for all amounts reported in the financial statements.

#### (g) Change in accounting policy, including new or revised Australian Accounting Standards

##### (i) Effective for the first time in 2020-21

The Board applied AASB 1059 *Service Concession Arrangements: Grantors* (AASB 1059) for the first time. It did not have an impact on the financial statements of the Board because the Board does not have an arrangement that meets the recognition criteria of AASB 1059.

Several other amendments and interpretations apply for the first time in 2020-21, but do not have an impact on the financial statements of the Board.

##### (ii) Issued but not yet effective

NSW public sector entities are not permitted to early adopt new Australian Accounting Standards, unless Treasury determines otherwise.

The following new Accounting Standards have not been applied and are not yet effective as per NSW Treasury Circular NSW TC 20-08:

- AASB 2020-1 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current
- AASB 2020-6 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current – Deferral of Effective Date.

The Board has assessed the impact of the new standards and interpretations on issue but not yet effective where relevant and considers the impact to be not material.

##### (iii) International Financial Reporting Standards Interpretations Committee final agenda decisions not yet adopted

In April 2021, the International Financial Reporting Standards Interpretations Committee (IFRIC) issued a final agenda decision, *Configuration or customisation costs in a cloud computing arrangement*. The decision discusses whether configuration or customisation expenditure relating to cloud computing arrangements is able to be recognised as an intangible asset and if not, over what time period the expenditure is expensed.

The Board's accounting policy has historically been to capitalise all costs related to cloud computing arrangements as intangible assets in the Statement of Financial Position. The adoption of this agenda decision could result in a reclassification of these intangible assets to either a prepaid asset in the Statement of Financial Position and/or recognition as an expense in the Statement of Comprehensive Income, impacting both the current and/or prior periods presented.

# **Legal Profession Admission Board**

## **Notes to the financial statements**

for the year ended 30 June 2021

---

### **1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**

#### **(g) Change in accounting policy, including new or revised Australian Accounting Standards (cont'd)**

##### **(iii) International Financial Reporting Standards Interpretations Committee final agenda decisions not yet adopted (cont'd)**

As at 30 June 2021, the Board has not adopted this IFRIC agenda decision. The impact of the change is not reasonably estimable as the Board has yet to complete its assessment and expects to adopt the IFRIC agenda decision next financial year. Intangible assets of \$23,765 (net carrying amount) are recognised on the Statement of Financial Position and will be subject to this detailed assessment. The Board's preliminary analysis indicates that the impact is not material.



# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

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### 2. EXPENSES EXCLUDING LOSSES

#### (a) Personnel service expenses

	2021	2020
	\$	\$
Salaries and salaries related (a)	1,480,215	1,357,172
Annual leave and other	119,913	102,412
Payroll tax and fringe benefits tax	80,139	105,739
Worker's compensation insurance	607	10,994
Superannuation - defined benefit plans (b)	41,406	40,760
Superannuation - defined contribution plan	131,876	114,815
<b>Total</b>	<b>1,854,156</b>	<b>1,731,892</b>

(a) Salaries and salaries related expenses include the Board's office staff salaries as well as salaries for examiners, examination supervisors and Academic Exemptions Sub-Committee members.

(b) The Board's liability for the defined benefit scheme has been assumed by The Crown in right of the State of New South Wales (the Crown) as at 1 July 2018.

(c) No employee related costs have been capitalised in property, plant and equipment or intangible assets.

#### Recognition and measurement

The Department of Communities and Justice (the Department) provides employees to the Board to enable it to carry out its functions. The expense and liabilities due to the Department are classified as 'Personnel Services' in the Statement of Comprehensive Income and 'Provisions' in the Statement of Financial Position respectively. The expenses and liabilities are calculated using the following recognition and measurement criteria:

Salaries and wages (including non-monetary benefits), annual leave and paid sick leave that are expected to be settled wholly within 12 months after the end of the period in which the employees render the service are recognised and measured at undiscounted amounts of the benefits.

Annual leave is not expected to be settled wholly before twelve months after the end of the annual reporting period in which the employees render the service. As such, it is required to be measured at present value in accordance with AASB 119 *Employee Benefits* (although short-cut methods are permitted). Actuarial advice obtained by Treasury has confirmed that using the nominal annual leave balance plus annual leave entitlements accrued while taking annual leave (calculated using 8.4% of the nominal value of annual leave) can be used to approximate the present value of the annual leave liability.

The Board has assessed the actuarial advice based on the Board's circumstances and has determined that the effect of discounting is immaterial to annual leave. All annual leave is classified as a current liability even where the Board does not expect to settle the liability within 12 months as the Board does not have an unconditional right to defer settlement.

Unused non-vesting sick leave does not give rise to a liability as it is not considered probable that sick leave taken in the future will be greater than the benefits accrued in the future.

On-costs, such as payroll tax, workers' compensation insurance premiums and fringe benefits tax, which are consequential to employment, are recognised as liabilities and expenses where the employee benefits to which they relate have been recognised.

Long service leave liability comprises the Board's liability to the Department of Communities and Justice for costs arising from personnel services rendered by the Department to balance date. Long service leave is measured at the present value of expected future payments to be made in respect of services provided up to the reporting date. Consideration is given to certain factors based on actuarial review, including expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using Commonwealth government bond rate at the reporting date.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

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### 2. EXPENSES EXCLUDING LOSSES (CONT'D)

#### (a) Personnel service expenses (cont'd)

##### Recognition and measurement (cont'd)

From 1 July 2018, the Board accounts for personnel services relating to the defined benefit superannuation liability assumed by the Crown as a non-monetary revenue item described as 'Acceptance by the Crown of personnel services liabilities'.

As the Department provides personnel services to the Board, defined benefit superannuation liabilities were recognised within personnel services provisions. All re-measurements arising from defined benefit plans were recognised as personnel services expenses in the year in which they occurred.

The Board's net defined benefit superannuation liabilities of \$753,077 were transferred to the Crown on 1 July 2018 as an equity transfer.

The superannuation expense for the financial year is determined by using the formulae specified in the Treasurer's Directions. The expense for certain superannuation schemes (Basic Benefit and Aware Super (formerly known as First State Super)) is calculated as a percentage of the employees' salary. For other superannuation schemes (State Superannuation Scheme and State Authorities Superannuation Scheme), the expense is calculated as a multiple of the employees' superannuation contributions. Defined benefit superannuation obligations are as determined by Mercer Administration Services.

The Board is a member of the Agency Funded Crown Long Service Leave Pool. Personnel services receivable comprises the Board's receivable from the Department for long service leave reimbursements from the Crown. The amount expected to be reimbursed by the Crown is recognised as personnel services receivable (Note 6).

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

### 2. EXPENSES EXCLUDING LOSSES (CONT'D)

#### (b) Operating expenses

	2021	2020
	\$	\$
Department of Communities and Justice - administration fees	137,264	137,264
Exam related - Rental for venue and computer	41,447	68,460
Rates	71,344	68,590
Police checks	73,460	62,605
Printing	58,326	36,383
Postage and freight (includes \$nil and \$5,000 in 2021 and 2020 COVID-19 expenses respectively)	20,951	26,851
Bank charges	38,423	33,492
Legal services	220,210	23,414
Archive fees - State Archives and Records	24,498	24,604
Land tax	9,908	9,227
Computer expenses	14,923	17,027
Stores and stationery cost	7,138	11,163
Marketing	14,823	16,259
Agency staff fees	38,412	6,774
Internal auditor fee	8,400	8,400
Telephone (includes \$17,574 and \$1,816 in 2021 and 2020 COVID-19 expenses respectively)	23,608	7,060
Repairs and maintenance	1,039	4,390
Electricity	2,680	3,896
Auditor's remuneration - audit of the financial statements	29,300	28,900
Auditor's remuneration - audit of the financial statements - prior year	4,000	-
Graduate placement contribution	-	1,182
Minor equipment (includes \$18,709 and \$nil in 2021 and 2020 COVID-19 expenses respectively)	30,975	266
Security (office)	845	-
Others (includes \$27,231 and \$706 in 2021 and 2020 COVID-19 expenses respectively)	39,844	14,093
<b>Total</b>	<b>911,818</b>	<b>610,300</b>
<i>* Reconciliation - Total maintenance</i>		
Maintenance expense - contracted labour and other (non-employee related), as above	1,039	4,390
<b>Total maintenance expense included in Note 2(b)</b>	<b>1,039</b>	<b>4,390</b>

#### Recognition and measurement

##### Insurance

The Board's insurance activities are conducted through the NSW Treasury Managed Fund Scheme of self-insurance for Government entities. The expense (premium) is determined by the Fund Manager based on past claims experience.

##### Maintenance expense

Day-to-day servicing costs or maintenance are charged as expenses as incurred, except where they relate to the replacement or an enhancement of a part or a component of an asset, in which case the costs are capitalised and depreciated.

#### (c) Depreciation and amortisation

	2021	2020
	\$	\$
Depreciation		
- Building	164,623	146,321
- Plant and Equipment	3,058	3,060
	<b>167,681</b>	<b>149,381</b>
Amortisation		
- Intangible (software)	95,062	95,061
	<b>95,062</b>	<b>95,061</b>
<b>Total Depreciation and Amortisation expenses</b>	<b>262,743</b>	<b>244,442</b>

Refer to Note 8 and Note 9 for recognition and measurement policies on depreciation and amortisation.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

### 3. REVENUE

#### Recognition and measurement

Income is recognised in accordance with the requirements of AASB 15 *Revenue from Contracts with Customers* or AASB 1058 *Income of Not-for-Profit Entities*, dependent on whether there is a contract with a customer defined by AASB 15 *Revenue from Contracts with Customers*.

#### (a) Statement of Compliance and Deemed Appropriations

Deemed appropriation money is government money that the Board receives or recovers (including from the Commonwealth or another entity) or a kind prescribed by the regulation that is not appropriated under the authority of an Act.

<b>Movement of Section 4.7 GSF Act - deemed appropriations:</b>	<b>2021</b>	<b>2020</b>
	<b>\$</b>	<b>\$</b>
Cluster grants	-	-
<b>Total spending authority from parliamentary appropriations, other than deemed appropriations</b>	<b>-</b>	<b>-</b>
Deemed appropriations balance brought forward from prior years	7,397,962	4,613,142
Deemed appropriations earned during the year	2,125,938	4,778,302
<b>Total spending authority from parliamentary appropriations</b>	<b>9,523,900</b>	<b>9,391,444</b>
Less: total expenditure from parliamentary appropriations	(1,370,157)	(1,993,482)
<b>Variance</b>	<b>8,153,743</b>	<b>7,397,962</b>
Less: the spending authority from appropriations lapsed at 30 June	-	-
<b>Deemed appropriations balance carried forward to following years</b>	<b>8,153,743</b>	<b>7,397,962</b>

#### (b) Sale of goods and services from contracts with customers

	<b>2021</b>	<b>2020</b>
	<b>\$</b>	<b>\$</b>
Admission <sup>1</sup>	1,683,840	1,602,675
Diploma Course	1,319,970	1,195,844
Public Notary	101,610	118,280
Academic fees <sup>2</sup>	357,898	370,845
<b>Total</b>	<b>3,463,318</b>	<b>3,287,644</b>

<sup>1</sup> Admission excludes admission revenue of \$1,192,930 (2020: \$991,600) collected on behalf of the Department of Communities and Justice under the Legal Profession Uniform Law Scheme.

<sup>2</sup> 2021 year: Academic fees consist of Academic Exemptions \$192,460, Practical Legal Training Exemptions \$64,970, Late applications \$4,180, Section 21 applications \$96,288.

#### Recognition and measurement

Revenue from rendering of services is recognised when the Board satisfies the performance obligation by transferring the promised services. The Board provides the service of admission of lawyers in New South Wales, diploma courses to law students, public notary and other academic related services. The Board typically satisfies its performance obligations when the services are provided to the customers either at the point in time or over time. For performance obligations that the Board satisfies at a point in time, the Board recognises the revenue when the admission application and payment are received. For the performance obligations satisfied over time, because the students simultaneously receive and consume the benefits of the courses as the Board performs its obligations, the revenue is recognised when the students complete the subjects.

The Board receives enrolments fees comprising of tuition fees and examinations fees from students for the Diploma in Law Course taught by the University of Sydney. The transaction price is the amount of the consideration to the Board is entitled to in exchange for the services to the students (examination fees) excluding the amounts collected on behalf of the University of Sydney (tuition fees). Revenue is only recognised at the transaction price at the completion of exams.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

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### 3. REVENUE (CONT'D)

#### (c) Investment revenue

	2021	2020
	\$	\$
Interest Income	13,083	51,375
<b>Total</b>	<b>13,083</b>	<b>51,375</b>

#### Recognition and measurement

Variable interest earned on cash balances is recognised when it is probable that the economic benefits will flow to the Board and the amount of interest income can be measured reliably. The interest income is accrued on a time basis, based on the applicable interest rate. Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset except for financial assets that subsequently become credit-impaired.

#### (d) Acceptance by the Crown of employee benefits and other liabilities

	2021	2020
	\$	\$
The following liabilities and expenses have been assumed by the Crown: Superannuation - defined benefit plans <sup>1</sup>	41,184	40,564
<b>Total</b>	<b>41,184</b>	<b>40,564</b>

<sup>1</sup> The liabilities and expenses have been disclosed from 1 July 2018 as the defined benefit transactions are in the Department of Communities and Justice's accounts. From 1 July 2018 the Crown assumed the Superannuation defined benefit of the Board. As a result a notional amount equivalent to defined benefit super expense the Board would have otherwise incurred is recognised as expense and revenue. Refer Note 2 (a).

#### Recognition and measurement

Other revenue comprises income received from non-core activities and is recognised when the fee in respect of these activities is receivable. The Board's liabilities for defined benefit superannuation are assumed by the Crown. The Board accounts for the liability as having been extinguished; resulting in the amount assumed being shown as part of the revenue item described as 'Acceptance by the Crown of employee benefits and other liabilities'.

#### (e) Rental income

	2021	2020
	\$	\$
Rent	-	721
<b>Total</b>	<b>-</b>	<b>721</b>

#### Recognition and measurement

The Board's investment properties are leased to tenants under an operating lease with rentals payable monthly. Rental income arising is accounted for on a straight-line basis over the lease terms and is included in revenue in the Statement of Comprehensive Income due to its operating nature. The lease concluded in July 2019.

**Legal Profession Admission Board**  
**Notes to the financial statements**

for the year ended 30 June 2021

**4. GAIN / (LOSS) ON DISPOSAL**

	2021	2020
	\$	\$
Work in progress write-off - building	(11,600)	-
	<u>(11,600)</u>	<u>-</u>

**5. CURRENT ASSETS - CASH AND CASH EQUIVALENTS**

	2021	2020
	\$	\$
Cash at bank	9,804,494	8,941,556
Cash on hand	500	500
<b>Total</b>	<u><b>9,804,994</b></u>	<u><b>8,942,056</b></u>

For the purposes of the Statement of cash flows, cash and cash equivalents include cash at bank and cash on hand. Cash and cash equivalent assets recognised in the statement of financial position are the closing cash and cash equivalents in the statement of cash flows.

Cash at bank includes \$1,441,522 (2020: \$1,539,706) (Note 12) that is restricted for payment to the University of Sydney and \$209,730 (2020: \$nil) for the admission fee payable to the Department of Communities and Justice.

Refer Note 16 for details regarding credit risk and market risk arising from financial instruments.

**6. CURRENT / NON-CURRENT ASSETS - RECEIVABLES**

	2021	2020
	\$	\$
<b>Current receivables</b>		
Personnel services <sup>(a)</sup>	478,987	492,200
GST receivable	4,717	7,394
Others	27,040	59,010
	<u><b>510,744</b></u>	<u><b>558,604</b></u>
Less: Allowance for expected credit losses - Others	(21,170)	-
<b>Total</b>	<u><b>489,574</b></u>	<u><b>558,604</b></u>

**Non-current receivables**

**Personnel services**

Personnel service <sup>(a)</sup>	48,960	42,800
<b>Total</b>	<u><b>48,960</b></u>	<u><b>42,800</b></u>

**\*Movements in the allowance for expected credit losses**

Balance at 30 June 2020 of the year under AASB 139	-	-
Balance at 1 July 2020 under AASB 9	-	-
Amounts written off during the year	-	-
Amounts recovered during the year	-	-
Increase in allowance recognised in profit or loss	21,170	-
Balance at 30 June 2021	<u><b>21,170</b></u>	<u>-</u>

<sup>(a)</sup> The Board is a member of the Agency Funded the Crown Long Service Leave (LSL) Pool. The Department contributes to the LSL Pool on behalf of the Board. The amount expected to be reimbursed by the Crown is recognised as personnel services receivable, current and non-current. Refer to Note 2 (a).

Refer Note 17 for details regarding credit risk of trade debtors that are neither past due nor impaired, liquidity risk and market risk arising from financial instruments.

**Legal Profession Admission Board**  
**Notes to the financial statements**  
for the year ended 30 June 2021

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## 6. CURRENT / NON-CURRENT ASSETS - RECEIVABLES (CONT'D)

### Recognition and measurement

#### Subsequent measurement

The Board holds receivables with the objective to collect the contractual cash flows and therefore measures them at amortised cost using the effective interest method, less any impairment. Changes are recognised in the net result for the year when impaired, derecognised or through the amortisation process.

#### Impairment

The Board recognises an allowance for expected credit losses (ECLs) for all debt financial assets not held at fair value through profit or loss. ECLs are based on the difference between the contractual cash flows and the cash flows that the Board expects to receive, discounted at the original effective interest rate.

For trade receivables, the Board applies a simplified approach in calculating ECLs. The Board recognises a loss allowance based on lifetime ECLs at each reporting date. The Board has established a provision matrix based on its historical credit loss experience for trade receivables, adjusted for forward looking factors specific to the receivable.

## 7. CONTRACT LIABILITIES

	2021	2020
	\$	\$
Contract liabilities - current	527,165	564,000
	<u>527,165</u>	<u>564,000</u>

### Recognition and measurement

Contract assets relate to the Board's right to consideration in exchange for goods transferred to customers/works completed, but not billed at the reporting date. The Board does not have any contract assets as at 30 June 2021.

Contract liabilities relate to consideration received in advance from customer. The Board receives examination fees in advance from the students.

	2021	2020
	\$	\$
Revenue recognised that was included in the contract liability balance at the beginning of the year	450,085	450,085
Revenue recognised from performance obligations satisfied in previous periods	450,085	-
Transaction price allocated to remaining performance obligations from contracts with customers	<u>509,915</u>	<u>450,085</u>

The Board charges examination fees at the beginning of each semester. The Board recognises revenue from examination fees once it satisfies its performance obligation in regards to these fees received. The transaction price allocated to the remaining performance obligations relates to examination fee for revenue. 100% is expected to be recognised as revenue in the following financial year.

**Legal Profession Admission Board**  
**Notes to the financial statements**

for the year ended 30 June 2021

**8. PROPERTY, PLANT AND EQUIPMENT**

(a) Total property, plant and equipment

	<b>Land and Building</b>	<b>Plant &amp; Equipment</b>	<b>Total</b>
	\$	\$	\$
<b>At 1 July 2020 - fair value</b>			
Gross carrying amount	4,499,599	222,547	4,722,146
Accumulated depreciation and impairment	(40,071)	(219,489)	(259,560)
<b>Net carrying amount</b>	<b>4,459,528</b>	<b>3,058</b>	<b>4,462,586</b>
<b>At 30 June 2021 - fair value</b>			
Gross carrying amount	4,374,999	222,547	4,597,546
Accumulated depreciation and impairment	(44,408)	(222,547)	(266,955)
Transfer to Non-current assets held for sale (Note 10)	(4,330,591)	-	(4,330,591)
<b>Net carrying amount</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Reconciliation**

A reconciliation of the carrying amount of each class of property, plant and equipment at the beginning and end of the current reporting period is set out below:

	<b>Land and Building</b>	<b>Plant &amp; Equipment</b>	<b>Total</b>
	\$	\$	\$
<b>Year ended 30 June 2021</b>			
Net carrying amount at start of year	4,459,528	3,058	4,462,586
Work in progress written-off	(11,600)	-	(11,600)
Net revaluation increments less revaluation decrements	47,286	-	47,286
Depreciation expense (Note 2(c))	(164,623)	(3,058)	(167,681)
Transfer to Non-current assets held for sale	(4,330,591)	-	(4,330,591)
<b>Net carrying amount at end of year</b>	<b>-</b>	<b>-</b>	<b>-</b>

	<b>Land and Building</b>	<b>Plant &amp; Equipment</b>	<b>Total</b>
	\$	\$	\$
<b>At 1 July 2019 - fair value</b>			
Gross carrying amount	4,250,000	224,009	4,474,009
Accumulated depreciation and impairment	(177,084)	(217,891)	(394,975)
<b>Net carrying amount</b>	<b>4,072,916</b>	<b>6,118</b>	<b>4,079,034</b>
<b>At 30 June 2020 - fair value</b>			
Gross carrying amount	4,499,599	222,547	4,722,146
Accumulated depreciation and impairment	(40,071)	(219,489)	(259,560)
<b>Net carrying amount</b>	<b>4,459,528</b>	<b>3,058</b>	<b>4,462,586</b>



# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

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### 8. PROPERTY, PLANT AND EQUIPMENT(CONT'D)

#### (a) Total property, plant and equipment (cont'd)

##### Reconciliation

A reconciliation of the carrying amount of each class of property, plant and equipment at the beginning and end of the previous reporting period is set out below:

	Land and Building \$	Plant & Equipment \$	Total \$
<b>Year ended 30 June 2020</b>			
Net carrying amount at start of year	4,072,916	6,118	4,079,034
Additions	11,600	-	11,600
Net revaluation increments less revaluation decrements	521,333	-	521,333
Depreciation expense (Note 2(c))	(146,321)	(3,060)	(149,381)
<b>Net carrying amount at end of year</b>	<b>4,459,528</b>	<b>3,058</b>	<b>4,462,586</b>

Further details regarding the fair value measurement of property, plant and equipment are disclosed in Note 11.

The property, plant and equipment listed above are held and used by the Board.

#### (b) Property, plant and equipment held and used by the entity

All property, plant and equipment included in Note 8(a) above is held and used by the entity.

#### (c) Property, plant and equipment where entity is lessor under operating leases

There is nil property, plant and equipment where the entity is a lessor.

### Recognition and measurement

#### Acquisition of property, plant and equipment

Property, plant and equipment are initially measured at cost, and subsequently revalued at fair value less accumulated depreciation and impairment. Cost is the amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire the asset at the time of its acquisition or construction or, where applicable, the amount attributed to the asset when initially recognised in accordance with the requirements of other Australian Accounting Standards.

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

Fair value is the price that would be received to sell an asset in an orderly transaction between market participants at measurement date.

Where payment for an asset is deferred beyond normal credit terms, its cost is the cash price equivalent, i.e. deferred payment amount is effectively discounted over the period of credit.

#### Capitalisation threshold

Property, plant and equipment and intangible assets costing \$3,000 and above individually (or forming part of a network costing more than \$3,000) are capitalised.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

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### 8. PROPERTY, PLANT AND EQUIPMENT(CONT'D)

#### Recognition and measurement (cont'd)

##### Depreciation of property, plant and equipment

Depreciation is provided for on a straight-line basis for all depreciable assets so as to write off the depreciable amount of each asset as it is consumed over its useful life to the Board. All material separately identifiable components of assets are depreciated over their useful lives. Land is not a depreciable asset.

The depreciation rates used for each class of assets are as follows:

<b>Asset Class</b>	<b>Rate of Depreciation</b>
Land and building	2.5%
Plant and equipment	10 to 20%

##### Revaluation of property, plant and equipment

Physical non-current assets are valued in accordance with the "Valuation of Physical Non-Current Assets at Fair Value" Policy and Guidelines Paper (TPP 14-01). This policy adopts fair value in accordance with *AASB 13 Fair Value Measurement* and *AASB 116 Property, Plant and Equipment*.

Property, plant and equipment is measured at the highest and best use by market participants that is physically possible, legally permissible and financially feasible. The highest and best use must be available at a period that is not remote and take into account the characteristics of the asset being measured, including any socio-political restrictions imposed by government. In most cases, after taking into account these considerations, the highest and best use is the existing use. In limited circumstances, the highest and best use may be a feasible alternative use, where there are no restrictions on use or where there is a feasible higher restricted alternative use.

Fair value of property, plant and equipment is based on a market participants' perspective, using valuation techniques (market approach, cost approach, income approach) that maximise relevant observable inputs and minimise unobservable inputs. Also refer Note 11 for further information regarding fair value.

The Board revalues its land and building property at least every three years where the market approach is the most appropriate valuation technique. No other class of property, plant and equipment is subject to valuation.

Interim revaluations are conducted between comprehensive revaluations where cumulative changes to indicators suggest fair value may differ materially from carrying value. The Board used an external professionally qualified valuer to conduct the interim fair value assessment. A comprehensive valuation of the Board's property has been performed on 31 March 2021 and was based on an independent assessment.

Non specialised assets with short useful lives are measured at depreciated historical cost as an approximation for fair value. The Board has assessed that any difference between fair value and depreciated historical cost is unlikely to be material.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

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### 8. PROPERTY, PLANT AND EQUIPMENT(CONT'D)

#### Recognition and measurement (cont'd)

#### Revaluation of property, plant and equipment (cont'd)

For other assets valued using other valuation techniques, any balance of accumulated depreciation at the revaluation date in respect of those assets are credited to the asset accounts to which they relate. The net asset accounts are then increased or decreased by the revaluation increments or decrements.

Revaluation increments are recognised in other comprehensive income and credited to the revaluation surplus in equity. However, to the extent that an increment reverses a revaluation decrement in respect of the same class of asset previously recognised as a loss in the net result, the increment is recognised immediately as a gain in the net result.

Revaluation decrements are recognised immediately as a loss in the net result, except to the extent that it offsets an existing revaluation surplus on the same class of assets, in which case, the decrement is debited directly to the revaluation surplus.

As a not-for-profit entity, revaluation increments and decrements are offset against one another within a class of non-current assets, but not otherwise.

When revaluing non-current assets using the cost approach, the gross amount and the related accumulated depreciation are separately restated. Where the income approach or market approach is used, accumulated depreciation is eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

The residual values, useful lives and methods of depreciation of property, plant and equipment are reviewed at each financial year end.

#### Impairment of Property, Plant and Equipment

As a not-for-profit entity with no cash generating units, impairment under *AASB 136 Impairment of Assets* is unlikely to arise. Since property, plant and equipment is carried at fair value, or an amount that approximates fair value, impairment can only arise in rare circumstances such as where the costs of disposal are material. This means that, for an asset already measured at fair value, impairment can only arise if selling costs are material. Selling costs are regarded as immaterial.

The Board assesses, at each reporting date, whether there is an indication that an asset may be impaired. If any indication exists, or when annual impairment testing for an asset is required, the Board estimates the asset's recoverable amount. When the carrying amount of an asset exceeds its recoverable amount, the asset is considered impaired and is written down to its recoverable amount.

As a not for-profit entity, an impairment loss is recognised in the net result to the extent the impairment loss exceeds the amount in the revaluation surplus for the class of asset.

After an impairment loss has been recognised, it is reversed only if there has been a change in the assumptions used to determine the asset's recoverable amount. The reversal is limited so that the carrying amount of the asset does not exceed its recoverable amount, nor exceed the carrying amount that would have been determined, net of depreciation, had no impairment loss been recognised for the asset in prior years. Such reversal is recognised in net result and is treated as a revaluation increase. However, to the extent that an impairment loss on the same class of asset was previously recognised in net result, a reversal of that impairment loss is also recognised in net result.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

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### 9. INTANGIBLE ASSETS

**Software**  
**\$**

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**At 1 July 2020**

Cost (gross carrying amount)	835,869
Accumulated amortisation and impairment	<u>(717,042)</u>
Net carrying amount	<u><b>118,827</b></u>

**At 30 June 2021**

Cost (gross carrying amount)	835,869
Accumulated amortisation and impairment	<u>(812,104)</u>
Net carrying amount	<u><b>23,765</b></u>

#### Reconciliation

A reconciliation of the carrying amount of software at the beginning and end of the current reporting period is set out below:

**Software**  
**\$**

---

**Year ended 30 June 2021**

Net carrying amount at beginning of year	118,827
Amortisation	<u>(95,062)</u>
Net carrying amount at end of year	<u><b>23,765</b></u>

**Software**  
**\$**

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**At 1 July 2019**

Cost (gross carrying amount)	835,869
Accumulated amortisation and impairment	<u>(621,981)</u>
Net carrying amount	<u><b>213,888</b></u>

**At 30 June 2020**

Cost (gross carrying amount)	835,869
Accumulated amortisation and impairment	<u>(717,042)</u>
Net carrying amount	<u><b>118,827</b></u>

#### Reconciliation

A reconciliation of the carrying amount of software at the beginning and end of the previous reporting period is set out below:

**Software**  
**\$**

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**Year ended 30 June 2020**

Net carrying amount at beginning of year	213,888
Amortisation	<u>(95,061)</u>
Net carrying amount at end of year	<u><b>118,827</b></u>

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

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### 9. INTANGIBLE ASSETS(CONT'D)

#### Recognition and measurement

The Board recognises intangible assets only if it is probable that future economic benefits will flow to the Board and the cost of the asset can be measured reliably. Intangible assets are measured initially at cost. Where an asset is acquired at no or nominal cost, the cost is its fair value as at the date of acquisition. Intangible assets are subsequently measured at fair value only if there is an active market. As there is no active market for the Board's intangible assets, the assets are carried at cost less any accumulated amortisation and impairment losses.

All research costs are expensed. Development costs are only capitalised when certain criteria are met.

The useful lives of intangible assets are assessed to be finite. The Board's intangible assets are amortised using the straight-line method over a period from five to ten years.

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 reporting period.

Intangible assets are tested for impairment where an indicator of impairment exists. If the recoverable amount is less than its carrying amount the carrying amount is reduced to recoverable amount and the reduction is recognised as an impairment loss.

#### Amortisation of intangible assets

Intangible assets are also amortised using the straight line method. The amortisation rates used for each class of assets are as follows:

Intangible assets	
Software – Minor Projects	20%
Software – Major Projects	10%

### 10. NON-CURRENT ASSETS HELD FOR SALE

	2021	2020
	\$	\$
Non-current assets held for sale - land and building	4,330,591	-
	<u>4,330,591</u>	<u>-</u>

Amounts recognised in other comprehensive income relating to non-current assets held for sale

	2021	2020
	\$	\$
Net change in revaluation surplus of property, plant and equipment	-	-
	<u>-</u>	<u>-</u>

Non-current assets held for sale comprises of the land and commercial strata office space at Level 4, 37 Bligh Street, Sydney. The land and building has been classified as held for sale at 30 June 2021 as its carrying value will be recovered principally through a sale transaction that is determined to be highly probable rather than through continuing use.

In late June 2021 the NSW Government notified the Board its intention to acquire and demolish the building at 37 Bligh Street Sydney in which the Board owns a strata lot. It is understood that such an acquisition would use a 'just terms' approach that includes market value for the property and disturbance compensation. As negotiations have not yet commenced, it is not possible to estimate the financial effect of the acquisition at 30 June 2021.

#### Recognition and measurement

The Board has certain non-current assets (or disposal groups) classified as held-for-sale, where their carrying amount will be recovered principally through a sale transaction, not through continuing use. Non-current assets (or disposal groups) held for sale are measured at the lower of their carrying amount and fair value less costs of disposal.

These assets are not depreciated/amortised while they are classified as held for sale. Interest and other expenses attributable to the liabilities of a disposal group classified as held for sale are continued to be recognised.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

### 11. FAIR VALUE MEASUREMENT OF NON-FINANCIAL ASSETS

#### Fair value measurement and hierarchy

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 fair value measurement is based on the presumption that the transaction to sell the asset or transfer the liability takes place either in the principle market for the asset or liability or in the absence of a principal market, in the most advantageous market for the asset or liability.

When measuring fair value, the valuation technique used maximises the use of relevant observable inputs and minimises the use of unobservable inputs. Under AASB 13, the Board categorises, for disclosure purposes, the valuation techniques based on the inputs used in the valuation techniques as follows:

Level 1 - quoted (unadjusted) prices in active markets for identical assets/liabilities that the Board can access at the measurement date

Level 2 - inputs other than quoted prices included within Level 1 that are observable, either directly or indirectly

Level 3 - inputs that are not based on observable market data (unobservable inputs).

The Board recognises transfers between levels of the fair value hierarchy at the end of the reporting period during which the change has occurred. Refer Note 17 for further disclosures regarding fair value measurements of financial assets.

#### (a) Fair value hierarchy

2021	Level 1	Level 2	Level 3	Total fair value
	\$	\$	\$	\$
<b>Property, plant and equipment (Note 8)</b>				
Land and Building	-	-	-	-
Non-current asset held for sale <sup>1</sup> (Note 10)	-	4,330,591	-	4,330,591
	-	<b>4,330,591</b>	-	<b>4,330,591</b>
2020	Level 1	Level 2	Level 3	Total fair value
	\$	\$	\$	\$
<b>Property, plant and equipment (Note 8)</b>				
Land and Building	-	4,447,928	-	4,447,928
	-	<b>4,447,928</b>	-	<b>4,447,928</b>

<sup>1</sup> Land and Building-recurring Level 2 has been transferred to non-current assets held for sale-non recurring Level 2 at 30 June 2021. Refer to Note 10 for details.

#### (b) Valuation techniques, inputs and processes

The Board's property has been valued using market evidence with adjustment for condition, location, comparability, etc. Level 2 inputs have been used in determining the fair value of the property since observable market data is readily available. There were no transfers between level 1 and 2 during the period.

The Board owns the office space at Level 4, 37 Bligh Street, Sydney. It is a commercial strata plan that was purchased in 2004 through a loan from NSW Treasury. The loan was fully repaid in 2014.

The building and improvements are non-specialised assets, for which current market buying price can be observed. The property is valued having reference to current market transactions of comparable properties in the surrounding locality.

An interim valuation was performed by an independent registered valuer from CBRE as at 31 March 2020. This resulted in a revaluation increment of \$521,333 disclosed in Other Comprehensive Income for the year ended 30 June 2020.

A comprehensive revaluation was performed by an independent registered valuer from Valuer General of New South Wales as at 31 March 2021. This resulted in a revaluation increment of \$47,286 disclosed in Other Comprehensive Income for the year ended 30 June 2021. The revalued asset has been transferred from continuing use to non-current assets held for sale as disclosed in note 10.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

### 12. CURRENT LIABILITIES – PAYABLES

	2021	2020
	\$	\$
<b>Current payables</b>		
Accrued salary and wages	18,458	13,937
Prizes	-	16,921
Sundry accruals <sup>(a)</sup>	404,850	286,335
Tuition fees <sup>(b)</sup>	1,441,522	1,539,706
<b>Total</b>	<b>1,864,830</b>	<b>1,856,899</b>

<sup>(a)</sup> Sundry accruals mainly comprise of amounts to be paid to the Department of Communities and Justice for payroll related costs.

<sup>(b)</sup> The Board collects the tuition fees on behalf of the University of Sydney, and remits the full amount of fee collections to the University at least twice a year. The tuition fees are not recognised as revenue by the Board.

#### Recognition and measurement

Payables represent liabilities for goods and services provided to the Board and other amounts. Short-term payables with no stated interest rate are measured at the original invoice amount where the effect of discounting is immaterial. Payables are financial liabilities at amortised cost, initially measured at fair value, net of directly attributable transaction costs. These are subsequently measured at amortised cost using the effective interest method. Gains and losses are recognised in net result when the liabilities are derecognised as well as through the amortisation process.

As per clause 63 of the Legal Profession Uniform Law Application Regulation 2015, the admission fee to the Australian legal profession in New South Wales is \$950. The Board is responsible for collecting the fees of which \$400 is payable to the Department of Communities and Justice to fund the operation of the Legal Services Council in regulating the Legal Profession Uniform Framework.

Details regarding liquidity risk are disclosed in Note 17.

### 13. CURRENT / NON-CURRENT LIABILITIES – PROVISIONS

The provisions below relate to annual leave and long service leave for personnel services provided by the Department of Communities and Justice.

<b>Current: Employee benefits and related on-costs</b>	<b>2021</b>	<b>2020</b>
Annual leave* and related oncosts	199,560	134,762
Long service leave* and related oncosts	577,883	572,675
<b>Total</b>	<b>777,443</b>	<b>707,437</b>
<b>Non-current: Employee benefits and related on-costs</b>		
Long service leave and oncosts	57,153	49,798
<b>Total</b>	<b>57,153</b>	<b>49,798</b>
<b>Aggregate employee benefits and related on-costs</b>		
Provisions - current	777,443	707,437
Provisions - non-current	57,153	49,798
Accrued salaries, wages and on-costs (Note 12)	18,458	13,937
<b>Total</b>	<b>853,054</b>	<b>771,172</b>
<b>*Expected settlement of current employee benefits and related on-costs</b>		
No later than 12 months	68,585	56,573
Later than 12 months	708,858	650,864
<b>Total</b>	<b>777,443</b>	<b>707,437</b>

The non-current provisions are long service leave and are expected to be settled after more than 12 months.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

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### 13. CURRENT / NON-CURRENT LIABILITIES – PROVISIONS (CONT'D)

#### Recognition and measurement

##### Salaries and wages, annual leave and sick leave

Salaries and wages (including non-monetary benefits) and paid sick leave that are expected to be settled wholly within 12 months after the end of the period in which the employees render the service are recognised and measured at the undiscounted amounts of the benefits.

Annual leave is not expected to be settled wholly before twelve months after the end of the annual reporting period in which the employees render the related service. As such, it is required to be measured at present value in accordance with AASB 119 *Employee Benefits* (although short-cut methods are permitted).

Actuarial advice obtained by Treasury has confirmed that using the nominal annual leave balance plus the annual leave entitlements accrued while taking annual leave (calculated using 8.4% of the nominal value of annual leave) can be used to approximate the present value of the annual leave liability. The Board has assessed the actuarial advice based on the entity's circumstances and has determined that the effect of discounting is immaterial to annual leave. All annual leave is classified as a current liability even where the entity does not expect to settle the liability within 12 months as the entity does not have an unconditional right to defer settlement.

Unused non-vesting sick leave does not give rise to a liability as it is not considered probable that sick leave taken in the future will be greater than the benefits accrued in the future.

##### Long service leave

Long service leave is measured at the present value of expected future payments to be made in respect of services provided up to the reporting date in accordance with AASB 119 *Employee Benefits*. Consideration is given to certain factors based on actuarial review, including expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using Commonwealth government bond rates at the reporting date.

##### Consequential on-costs

Consequential costs to employment are recognised as liabilities and expenses where the employee benefits to which they relate have been recognised. This includes outstanding amounts of superannuation, payroll tax and workers' compensation insurance premiums.

##### Other provisions

Other provisions exist when the Board has a present legal or constructive obligation as a result of a past event; it is probable that an outflow of resources will be required to settle an obligation; and a reliable estimate can be made of the amount of the obligation. When the Board expects some or all of a provision to be reimbursed, for example, under an insurance contract, the reimbursement is recognised as a separate asset, but only when the reimbursement is virtually certain. The expense relating to a provision is presented net of any reimbursement in the Statement of Comprehensive Income.

Any provisions for restructuring are recognised only when the Board has a detailed formal plan and the Board has raised a valid expectation in those affected by restructuring that it will carry out the restructuring by starting to implement the plan or announcing its main features to those affected.



# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

### 14. COMMITMENTS

The Board does not have any commitment for expenditure as at 30 June 2021 (2020: \$nil).

### 15. CONTINGENT ASSETS AND LIABILITIES

The Board does not have any contingent assets and liabilities at 30 June 2021 (2020: \$nil).

### 16. RECONCILIATION OF CASH FLOWS FROM OPERATING ACTIVITIES TO NET RESULT

	2021	2020
	\$	\$
Net Cash Flows from Operating Activities	862,938	2,798,614
Depreciation and amortisation expenses	(262,743)	(244,442)
Write off of non-current assets	(11,600)	-
(Decrease) / increase in receivables and prepayments	(410,425)	2,258
(Increase) in provisions	(78,297)	(145,987)
Decrease / (increase) in payables and contract liabilities *	377,395	(1,616,773)
<b>Net Result</b>	<b>477,268</b>	<b>793,670</b>

\* Decrease / (increase) in payables is due to a timing of payments for the University of Sydney tuition fees.

### 17. FINANCIAL INSTRUMENTS

The Board's principal financial instruments are outlined below. These financial instruments arise directly from the Board's operations or are required to finance the Board's operations. The Board does not enter into or trade financial instruments, including derivative financial instruments, for speculative purposes.

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

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

#### (a) Financial instrument categories

Class	Note	Category	Carrying amount	Carrying amount
			2021	2020
			\$	\$
<b>Financial assets</b>				
Cash and cash equivalents	5	N/A	9,804,994	8,942,056
Receivables <sup>1</sup>	6	Amortised cost	5,870	59,010
<b>Financial liabilities</b>				
Payables <sup>2</sup>	12	Financial liabilities measured at amortised cost	1,864,830	1,856,899

<sup>1</sup> Excludes statutory receivables and prepayments (i.e. not within scope of AASB 7).

<sup>2</sup> Excludes statutory payables and unearned revenue (i.e. not within scope of AASB 7).

The Board determines the classification of its financial assets and liabilities after initial recognition and, when allowed and appropriate, re-evaluates this at each financial year end.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

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### 17. FINANCIAL INSTRUMENTS (CONT'D)

#### (a) Derecognition of financial assets and financial liabilities

A financial asset (or, where applicable, a part of a financial asset or part of a group of similar financial assets) is derecognised when the contractual rights to the cash flows from the financial assets expire; or if the Board transfers its rights to receive cash flows from the asset or has assumed an obligation to pay the received cash flows in full without material delay to a third party under a 'pass-through' arrangement; and either:

- a. the Board has transferred substantially all the risks and rewards of the asset; or
- b. the Board has neither transferred nor retained substantially all the risks and rewards of the asset, but has transferred control.

When the Board has transferred its rights to receive cash flows from an asset or has entered into a pass-through arrangement, it evaluates if, and to what extent, it has retained the risks and rewards of ownership. Where the Board has neither transferred nor retained substantially all the risks and rewards or transferred control, the asset continues to be recognised to the extent of the Board's continuing involvement in the asset. In that case, the Board also recognises an associated liability. The transferred asset and the associated liability are measured on a basis that reflects the rights and obligations that the Board has retained.

A financial liability is derecognised when the obligation specified in the contract is discharged or cancelled or expires. When an existing financial liability is replaced by another from the same lender on substantially different terms, or the terms of an existing liability are substantially modified, such an exchange or modification is treated as the derecognition of the original liability and the recognition of a new liability. The difference in the respective carrying amounts is recognised in the net result.

#### (b) Offsetting financial instruments

Financial assets and financial liabilities are offset and the net amount is reported in the Statement of Financial Position if there is a currently enforceable legal right to offset the recognised amounts and there is an intention to settle on a net basis, or to realise the assets and settle the liabilities simultaneously.

#### (c) Financial risks

##### i. Credit risk

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

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

The Board considers a financial asset in default when contractual payments are 90 days past due. However, in certain cases, the Board may also consider a financial asset to be in default when internal or external information indicates that the Board is unlikely to receive the outstanding contractual amounts in full before taking into account any credit enhancements held by the Board.

##### *Cash and cash equivalents*

Cash comprises cash on hand and bank balances. Interest is earned on daily bank balances.

##### *Receivables – trade debtors*

Collectability of trade debtors is reviewed on an ongoing basis. Procedures as established in the Treasurer's Directions are followed to recover outstanding amounts, including letters of demand.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

### 17. FINANCIAL INSTRUMENTS (CONT'D)

#### (c) Financial risks (cont'd)

##### i. Credit risk (cont'd)

The Board applies the AASB 9 simplified approach to measuring expected credit losses which uses a lifetime expected loss allowance for all trade debtors. To measure the expected credit losses, trade receivables have been grouped based on shared credit risk characteristics and the days past due.

The expected loss rates are based on historical observed loss rates. The historical loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors affecting the ability of the customers to settle the receivables. The Board has identified the unemployment rate, wages growth rate and CPI inflation to be the most relevant factors, and accordingly adjusts the historical loss rates based on expected changes in these factors.

Trade debtors are written off when there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include, amongst others a failure to make contractual payments. There are other debtors which are currently past due and impaired. The loss allowance for trade debtors as at 30 June 2021 and 30 June 2020 was determined to be \$21,170 and nil respectively.

The Board is not materially exposed to concentrations of credit risk to a single trade debtor or group of debtors as at 30 June 2021.

#### 30 June 2021

	Current	<30 days	30-60 days	61-90 days	>91 days	Total
Expected credit loss rate	4.9%	0.0%	55.4%	100.0%	100.0%	
Estimated total gross carrying amount	5,580	-	1,260	1,360	18,840	27,040
Expected credit loss	271	-	699	1,360	18,840	21,170

#### 30 June 2020

	Current	<30 days	30-60 days	61-90 days	>91 days	Total
Expected credit loss rate	0.0%	0.0%	0.0%	0.0%	0.0%	
Estimated total gross carrying amount	-	-	-	-	-	-
Expected credit loss	-	-	-	-	-	-

##### ii. Liquidity risk

Liquidity risk is the risk that the Board will be unable to meet its payment obligations when they fall due. The Board continuously manages risk through monitoring future cash flows and maturities planning to ensure adequate holding of high quality liquid assets.

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

Liabilities are recognised for amounts due to be paid in the future for goods or services received, whether or not invoiced. Amounts owing to suppliers (which are unsecured) are settled in accordance with the policy set out in Treasury Circular 11-12 *Payment of Accounts*. For small business suppliers, where terms are not specified, payment is made not later than 30 days from date of receipt of a correctly rendered invoice. For other suppliers, if trade terms are not specified, payment is made no later than the end of the month following the month in which an invoice or a statement is received. For small business suppliers, where payment is not made within the specified time period, simple interest must be paid automatically unless an existing contract specifies otherwise. For payments to other suppliers, the payment of simple interest is at the discretion of the Executive Officer.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

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### 17. FINANCIAL INSTRUMENTS (CONT'D)

#### (c) Financial risks (cont'd)

##### ii. Liquidity risk (cont'd)

The Board has financial liabilities of \$1,864,830 at 30 June 2021 (2020: \$1,856,899), all of which are non-interest bearing, with maturity dates of less than 1 year.

##### iii. Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. The Board's exposures to market risk are primarily through interest rate risk on the Board's cash at bank. The Board has no exposure to foreign currency risk and does not enter into commodity contracts.

The effect on profit and equity due to a reasonably possible change in risk variable is outlined in the information below, for interest rate risk. A reasonably possible change in risk variable has been determined after taking into account the economic environment in which the Board operates and the time frame for the assessment (i.e. until the end of the next annual reporting period). The sensitivity analysis is based on risk exposures in existence at the statement of financial position date. The analysis is performed on the same basis for 2020. The analysis assumes that all other variables remain constant.

##### iv. Interest rate risk

The Board does not have exposure to interest rate risk through interest bearing liabilities. The Board does not account for any fixed rate financial instruments at fair value through profit or loss. Therefore, for these financial instruments a change in interest rates would not affect profit or loss or equity. A reasonably possible change of +/- 1% is used, consistent with current trends in interest rates. The basis will be reviewed annually and amended where there is a structural change in the level of interest rate volatility. The Board's exposure to interest rate risk is set out below.

	2021		2020	
	\$	\$	\$	\$
Net Result	-1%	+1%	-1%	+1%
Equity	(98,050)	98,050	(89,421)	89,421

#### (d) Fair value measurement

##### (i) Fair value compared to carrying amount

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 fair value measurement is based on the presumption that the transaction to sell the asset or transfer the liability takes place either in the principal market for the asset or liability or in the absence of a principal market, in the most advantageous market for the asset or liability.

The Board does not hold financial assets and financial liabilities where the fair value differs from the carrying amount.

##### (ii) Fair value recognised in the Statement of Financial Position

Management assessed that cash, trade receivables and trade payables approximate their fair values, largely due to the short-term maturities of these instruments. The Board does not hold financial assets and liabilities that are valued at fair value using valuation techniques.

# Legal Profession Admission Board

## Notes to the financial statements

for the year ended 30 June 2021

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### 18. RELATED PARTY DISCLOSURES

The Board's key management personnel compensation are as follows:

	2021	2020
	\$	\$
Short-term employee benefits:		
Salaries	165,586	123,104
Other long-term employee benefits	6,237	4,715
<b>Total remuneration</b>	<b>171,823</b>	<b>127,819</b>

The Board did not enter into any transactions with key management personnel, their close family members and controlled or jointly controlled entities thereof.

During the year, the Board entered into transactions with other entities that are controlled/jointly controlled/significantly influenced by the NSW Government. These transactions in aggregate are a significant portion of the Board's activities.

These transactions include:

- Long Service Leave assumed by the Crown
- Employer contributions paid to Defined Benefit Superannuation funds
- Payments for the provision of personnel and related services to the Board
- Payments into the Treasury Managed Fund for worker's compensation insurance and other insurances
- Admission fees collected by the Board on behalf of the Board for the NSW contribution to the Legal Profession Uniform Law Scheme.

### 19. COVID-19 DISCLOSURES

The Board used an external professionally qualified valuer to conduct an impact assessment on the valuation of the building asset as at 30 June 2021 due to the outbreak of COVID-19. The carrying value of buildings did not alter materially from the fair value as at 30 June 2021. The pandemic may result in an interest rate change of +/- 1% in future years, however this change cannot be reasonably ascertained by the Board as at 30 June 2021. As at 30 June 2021, the pandemic has not prevented the Board from operating (due to the rapid re-design of its services) and there has not been any significant financial impact not already disclosed.

### 20. EVENTS AFTER THE REPORTING PERIOD

No matters or circumstances have arisen since the end of the financial year other than as disclosed in note 10, which significantly affected or may affect the operations of the Board, the results of those operations or the state of affairs of the Board in future financial years.

**End of audited financial statements.**