

# The Portfolio Service Investment Essentials

ARSN: 126 223 470

The Portfolio Service

## Annual financial report

For the financial year ended 30 June 2013

Part of the IOOF group

The Responsible Entity of The Portfolio Service Investment Essentials ARSN 126 223 470 is Questor Financial Services Limited  
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PLA-6841

**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS**  
**ARSN: 126 223 470**  
**ANNUAL FINANCIAL REPORT**  
**FOR THE FINANCIAL YEAR ENDED**  
**30 JUNE 2013**

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**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS  
DIRECTORS' REPORT  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2013**

The directors of Questor Financial Services Limited, the Responsible Entity of The Portfolio Service Investment Essentials, present this report together with the financial statements of The Portfolio Service Investment Essentials ('the Scheme'), an investor directed portfolio service like ('IDPS-like') plan for the year ended 30 June 2013 and the auditor's report thereon.

**Principal activities**

The Scheme is a registered managed investment scheme domiciled in Australia.

The Scheme's principal activity during the course of the financial year was to receive directions from members on the monies invested through the Scheme on their behalf by the Responsible Entity for the purchase of accessible investments such as listed equities, listed trusts, listed notes and managed investments set out in the Scheme's Product Disclosure Statement and in accordance with the provisions of the Scheme's constitution. Scheme's members may also receive capital and income distributions on accessible investments they purchase, hold or sell through the Scheme.

There were no significant changes in the nature of the Scheme's activities during the year.

The Scheme did not have any employees during the year.

**Responsible Entity**

The following persons held office as directors of Questor Financial Services Limited during the year and up to the date of this report:

Dr R. N. Sexton (Chairman)  
Mr I. G. Griffiths  
Ms J. Harvey  
Mr C. Kelaher  
Mr G. Venardos  
Mr K. White

**Review of operations**

During the year, the Scheme continued to invest funds as directed by the Scheme members and their financial planners.

**Results**

The results of the operations of the Scheme are disclosed in the Statement of Comprehensive Income of these financial statements. The profit from ordinary activities for the financial year ended 30 June 2013 was \$Nil (2012: \$Nil).

**Distributions**

The Scheme is an Investor Directed Portfolio Service-like (IDPS-like) scheme under Class Orders 02/296, 04/608 and 04/735 of the *Corporations Act 2001* (as amended). Members have a vested and indefeasible right to the net income arising from accessible investments within their investment portfolio.

**Significant changes in state of affairs**

In the opinion of the directors of the Responsible Entity, there were no significant changes in the state of affairs of the Scheme that occurred during the financial year under review.

**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS  
DIRECTORS' REPORT  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2013**

**Matters subsequent to the end of the financial year**

Except as disclosed in the financial statements, no other matter or circumstance has arisen since 30 June 2013 that has significantly affected, or may significantly affect:

- (i) the operations of the Scheme in future financial years, or
- (ii) the results of those operations in future financial years, or
- (iii) the state of affairs of the Scheme in future financial years.

**Likely developments and expected results of operations**

The Scheme will continue to be managed in accordance with the provisions of the Scheme's Constitution.

The results of the Scheme's operations will be affected by a number of factors, including the performance of investment markets in which the Scheme invests. Investment performance is not guaranteed and future returns may differ from past returns. As investment conditions change over time, past returns should not be used to predict future returns.

Further information on likely developments in the operation of the Scheme and the expected results of those operations have not been included in this report because the Responsible Entity believes it would be likely to result in unreasonable prejudice to the Scheme.

**Indemnification and insurance of officers and auditors**

There is a Directors' and Officers' insurance policy which indemnifies the directors and officers of Questor Financial Services Limited against liabilities to persons outside Questor Financial Services Limited that arise out of the performance of their normal duties. The premiums have not been paid for out of the assets of the Scheme. The auditors of the Scheme are in no way indemnified out of the assets of the Scheme.

**Fees paid to and interests held in the Scheme by the Responsible Entity or its Related Parties**

Details of fees paid to the Responsible Entity during the financial year are disclosed in Note 4 of the financial statements.

No fees were paid out of Scheme property to the directors of the Responsible Entity during the year.

The interests in the Scheme held by the Responsible Entity or its related parties as at the end of the financial year are disclosed in Note 4 of the financial statements.

**Environmental regulation**

The operations of the Scheme are not subject to any particular or significant environmental regulations under a Commonwealth, State or Territory law.

**Lead auditor's independence declaration**

The lead auditor's independence declaration, as required under section 307C of the Corporations Act 2001, is set out on page 5 and forms part of the directors' report for the year ended 30 June 2013.

Signed in accordance with a resolution of the directors of Questor Financial Services Limited.

On behalf of the directors,



Mr C. Kelaher  
Director

Melbourne, 27 September 2013



*Lead Auditor's Independence Declaration under Section 307C of the Corporations Act 2001*

To: the directors of Questor Financial Services Limited

I declare that, to the best of my knowledge and belief, in relation to the audit for the financial year ended 30 June 2013 there have been:

- (i) no contraventions of the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

  
KPMG

Chris Wooden  
*Partner*

Melbourne

27 September 2013



## **Independent auditor's report to the unitholders of The Portfolio Service Investment Essentials**

### **Report on the financial report**

We have audited the accompanying financial report of The Portfolio Service Investment Essentials (the Scheme), which comprises the statement of financial position as at 30 June 2013, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, notes 1 to 8 comprising a summary of significant accounting policies and other explanatory information, and the directors' declaration.

#### *Directors' responsibility for the financial report*

The directors of Questor Financial Services Limited (the Responsible Entity) are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the *Corporations Act 2001*, and for such internal control as the directors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error. In note 2, the directors of the Responsible Entity also state, in accordance with Australian Accounting Standard AASB 101 *Presentation of Financial Statements*, that the financial statements comply with International Financial Reporting Standards.

#### *Auditor's responsibility*

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

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

We performed the procedures to assess whether in all material respects the financial report presents fairly, in accordance with the *Corporations Act 2001* and Australian Accounting Standards and the provisions of the constitution, as amended, a true and fair view which is consistent with our understanding of the Scheme's financial position, and of its performance.

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



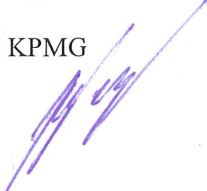
*Independence*

In conducting our audit, we have complied with the independence requirements of the *Corporations Act 2001*.

*Auditor's opinion*

In our opinion:

- (c) the financial report of The Portfolio Service Investment Essentials is in accordance with the *Corporations Act 2001*, including:
  - (i) giving a true and fair view of the Scheme's financial position as at 30 June 2013 and of its performance for the year ended on that date; and
  - (ii) complying with Australian Accounting Standards and the *Corporations Regulations 2001*.
- (d) the financial report also complies with International Financial Reporting Standards as disclosed in note 2.

Chris Wooden  
*Partner*

Melbourne

27 September 2013

**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS  
DIRECTORS' DECLARATION  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2013**

The directors of Questor Financial Services Limited, the Responsible Entity of The Portfolio Service Investment Essentials ("the Scheme") declare that:

- (a) the financial statements and notes set out on pages 9 to 18 are in accordance with the *Corporations Act 2001*, including:
  - (i) complying with Australian Accounting Standards and the *Corporations Regulations 2001*; and
  - (ii) giving a true and fair view of the Scheme's financial position as at 30 June 2013 and of its performance for the year ended on that date;
- (b) the financial report also complies with International Financial Reporting Standards as disclosed in Note 2(a); and
- (c) there are reasonable grounds to believe that the Scheme will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the directors of Questor Financial Services Limited.

On behalf of the directors,



Mr C. Kelaher  
Director

Melbourne, 27 September 2013



**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS  
STATEMENT OF COMPREHENSIVE INCOME  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2013**

	Year ended	
	30 June 2013	30 June 2012
	\$	\$
Revenue from continuing operations	286,114	228,418
Expenses - fees	286,114	228,418
<b>Net Income</b>	<u>-</u>	<u>-</u>
Other comprehensive income	-	-
<b>Profit/(loss) for the year / Total Comprehensive Income</b>	<u><u>-</u></u>	<u><u>-</u></u>

*The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.*

**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS  
STATEMENT OF FINANCIAL POSITION  
AS AT 30 JUNE 2013**

	30 June 2013	30 June 2012
	\$	\$
<b><u>Assets</u></b>		
Receivables	76,464	56,139
<b>Total assets</b>	<u>76,464</u>	<u>56,139</u>
<b><u>Liabilities</u></b>		
Other payables	76,464	56,139
<b>Total liabilities</b>	<u>76,464</u>	<u>56,139</u>
<b>Net assets</b>	<u>-</u>	<u>-</u>
<b>Total Equity</b>	<u><u>-</u></u>	<u><u>-</u></u>

*The above Statement of Financial Position should be read in conjunction with the accompanying notes.*

**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS  
STATEMENT OF CHANGES IN EQUITY  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2013**

	Year ended	
	30 June 2013	30 June 2012
	\$	\$
<b>Total equity at the beginning of the financial year</b>	-	-
Profit/(loss) for the year	-	-
<b>Total recognised income and expense for financial year</b>	<u>-</u>	<u>-</u>
Transactions with equity holders in their capacity as equity holders	-	-
<b>Total equity at the end of the financial year</b>	<u>-</u>	<u>-</u>

*The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.*

**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS  
STATEMENT OF CASH FLOWS  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2013**

	Note	Year ended	
		30 June 2013	30 June 2012
		\$	\$
		Inflows/ (Outflows)	Inflows/ (Outflows)
<b>Cash flows from operating activities</b>			
Fees received		265,789	172,279
Responsible entity fees paid		(265,789)	(172,279)
<b>Net cash inflow/(outflow) from operating activities</b>	5	<u>-</u>	<u>-</u>
<b>Net increase/(decrease) in cash and cash equivalents</b>		-	-
<b>Cash and cash equivalents at the beginning of the financial year</b>		-	-
<b>Cash and cash equivalents at the end of the financial year</b>	5	<u><u>-</u></u>	<u><u>-</u></u>

*The above Statement of Cash Flows should be read in conjunction with the accompanying notes.*

**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2013**

**Note 1: General information**

This financial report covers The Portfolio Service Investment Essentials (the "Scheme") as an individual entity. The Scheme is a registered managed investment scheme under the Corporations Act of 2001 and an investor directed portfolio service like scheme ('IDPS-like') under Class Order 02/296, 04/608 and 04/735 of the Corporations Act of 2001 (as amended). The Scheme commenced on 1 July 1998. The Scheme will terminate on 30 June 2078 unless terminated earlier in accordance with the provisions of the Scheme's Constitution.

The Responsible Entity of the Scheme is Questor Financial Services Limited. The Responsible Entity's registered office is Level 22, 207 Kent Street, Sydney, NSW, 2000. The Responsible Entity's ABN number is 33 072 662 718.

The financial statements were authorised for issue by the directors on 27 September 2013. The directors of the Responsible Entity have the power to amend and reissue the financial report as considered necessary under Scheme's Constitution.

**Note 2: Summary of significant accounting policies**

The principal accounting policies applied in the preparation of this financial report are set out below. These policies have been consistently applied to all years presented, unless otherwise stated in the following text:

**(a) Basis of preparation**

The financial report is a general purpose financial report for the year ended 30 June 2013 which has been prepared in accordance with Australian Accounting Standards (AASBs) adopted by the Australian Accounting Standards Board (AASB) and the Corporation Act 2001. The financial report of the Scheme complies with International Financial Reporting Standards (IFRSs) and interpretations adopted by the International Accounting Standard Board (IASB).

**(b) Cash and cash equivalents**

Cash comprises current deposit with banks. Cash equivalents are short-term highly liquid investments that are readily convertible to a known amount of cash, are subject to an insignificant risk of changes in value, and are held for the purpose of meeting short term cash commitments rather than investment or other purposes. Bank overdrafts are shown in current liabilities on the Statement of Financial Position.

**(c) Revenue and expense recognition**

Revenue is measured at the fair value of the consideration received and receivable. Revenue and expenses are recognised in the Statement of Comprehensive Income on an accrual basis of accounting.

**(d) Income tax**

Under current legislation, the Scheme is not subject to income tax as it is an IDPS operating through bare trust.

**(e) Receivables**

Receivables may include amounts for fee income and other amounts not received and are recognised initially at fair value. Fee income is recognised on an accrual basis.

**(f) Payables**

Payables includes liabilities and accrued expenses owing by the Scheme which are unpaid as at balance date. Payables are typically settled within 30 days.

**(g) Foreign currency translation**

*Functional and presentation currency*

Items included in the Scheme's financial statements are measured using the currency of the primary economic environment in which it operates (the "functional currency"). This is the Australian dollar, which reflects the currency of the economy in which the Scheme competes for funds and is regulated. The Australian dollar is also the Scheme's presentation currency.

**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2013**

**(h) Goods and services tax (GST)**

Expenses are recognised net of the amount of GST recoverable from the Australian Taxation Office (ATO) as a reduced input tax credit (RITC). Payable are stated with the amount of GST included. The net amount of GST recoverable from the ATO is included in receivables in the Statements of Financial Position. Cash flows relating to GST are included in the Statements of Cash Flows on a gross basis.

**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2013**

**Note 3: Financial risk management**

**Strategy in using financial instruments**

The Scheme's activities exposed it to a variety of financial risks: credit risk, liquidity risk, market risk (including price risk and interest rate risk).

The Scheme's overall risk management program focuses on ensuring compliance with the governing documents of the Scheme. Financial risk management is carried out by the investment managers of the various unitised trusts offered by the Scheme.

The Scheme is an investor Directed Portfolio Service-like ('IDPS-like') scheme. Members make individual selections of investments into various unlisted unit trust investments, listed equities, term deposits and listed trusts which are available through the Scheme. Each unlisted unit trust has its own investment objective. Periodically management reviews the performance of the investments offered by the Scheme.

More details about risk management policies employed by the Scheme to manage financial risks are discussed below:

**Credit risk**

Credit risk is the risk that a counterparty will fail to perform its contractual obligations, either in whole or in part, under a contract resulting in a financial loss to the Scheme.

Credit risk primarily arises from investment in debt securities. Other credit risk arises from cash and cash equivalents, deposit with banks and other financial institutions and amounts due from brokers.

The Scheme has no significant direct concentrations of credit risk exposure to counterparties at 30 June 2013 and 30 June 2012.

As at 30 June 2013 and 30 June 2012, there are no financial assets that are past due or impaired, or would otherwise be past due or impaired except for the terms having been renegotiated.

Credit risk in the Scheme is managed by the individual investors. In the event that a counterparty defaults on their obligation, the loss is borne by the individual investors.

**Liquidity and cash flow risk**

Liquidity risk is the risk that the Scheme will encounter difficulty in meeting obligations arising from its financial liabilities that are settled by delivering cash or another financial asset, or that such obligations will have to be settled in a manner disadvantageous to the Scheme. Cash flow risk is the risk that the future cash flows derived from holding financial instruments will fluctuate.

The liquidity and cash flow risk is borne directly by the members not the Scheme.

**Market price risk**

Market price risk is the risk that changes in market prices such as foreign exchange rates, interest rate and equity prices will affect the Scheme's income or the fair value of its holdings of financial instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters, while optimising the return.

The market risk is borne directly by the members not the Scheme.

**Interest rate risk**

Interest rate risk is the risk that the returns on investments and investment value will fluctuate due to changes in interest rates.

In accordance with the Scheme's policy, the Responsible Entity via the Investment Manager monitors the Scheme's overall interest sensitivity position on a daily basis.

The interest rate risk is borne directly by the members not the Scheme.

**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2013**

**Note 4: Related party transactions**

**Responsible Entity**

The Responsible Entity of The Portfolio Service Investment Essentials is Questor Financial Services Limited.

The immediate parent entity and the ultimate controlling entity of Questor Financial Services Limited is IOOF Holdings Ltd.

**Key management personnel**

Key management personnel includes persons who are directors of Questor Financial Services Limited during this reporting period and up to the date of this report:

Dr R. N. Sexton (Chairman)  
Mr I. G. Griffiths  
Ms J. Harvey  
Mr C. Kelaher  
Mr G. Venardos  
Mr K. White

**Responsible Entity fees and other transactions**

	<b>30 June 2013</b>	<b>30 June 2012</b>
	<b>\$</b>	<b>\$</b>
Responsible Entity fees:	253,822	201,451
Investment fees:	32,292	26,957
Responsible Entity fee payable:	76,464	56,139

Under the terms of the Scheme's constitution, the Responsible Entity, Questor Financial Services Limited, is entitled to receive management fees comprised of Administration fees, Expense Recovery fees, Transaction fees, Account Keeping fees and Advice fees.

Under the terms of the Scheme's Constitution, the Responsible Entity, Questor Financial Services Limited, is entitled to receive maximum management fees of 5.00% per annum. The management fee charged for the financial year was \$286,114 (2012: \$228,408).

All related party transactions are conducted on normal commercial terms and conditions.



**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2013**

**Note 4: Related party transactions (continued)**

**Key management personnel compensation**

Key management personnel are remunerated by Questor Financial Services Limited. Payments made from the Scheme to Questor Financial Services Limited do not include any amount that is directly attributable to key management personnel remuneration.

**Key management personnel loan disclosures**

The Scheme has not made, guaranteed or secured, directly or indirectly, any loans to the key management personnel or their personally related parties at any time during the reporting period.

**Other transactions within the Scheme**

Apart from those details disclosed in this Note, no key management personnel have entered into a material contract with the Scheme since the end of the previous financial year and there were no material contracts involving directors interests subsisting at year end.

**Key management personnel investments**

At 30 June 2013 and 30 June 2012, no directors of the Responsible Entity held units in the Scheme.

**Note 5: Reconciliation of profit/(loss) to net cash inflow/(outflow) from operating activities**

	Year ended	
	30 June 2013	30 June 2012
	\$	\$
Profit/(loss) for the year	-	-
Changes in operating assets and liabilities	-	-
<b>Net cash inflow/(outflow) from operating activities</b>	-	-

**Note 6: Auditor's remuneration**

	Year ended	
	30 June 2013	30 June 2012
	\$	\$
<b>(a) Audit services</b>		
Audit and review of financial reports	5,340	5,350
Other regulatory audit services	9,781	12,433
<b>Total remuneration for audit services</b>	<b>15,121</b>	<b>17,783</b>

Auditor's remuneration is paid by the Responsible Entity.

**Note 7: Events subsequent to reporting date**

No significant events have occurred after the reporting date that affect the interpretation of the financial information contained within this report.

**THE PORTFOLIO SERVICE INVESTMENT ESSENTIALS  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2013**

**Note 8: Contingent assets and liabilities and commitments**

There are no outstanding contingent assets and liabilities or commitments as at 30 June 2013 and 30 June 2012.