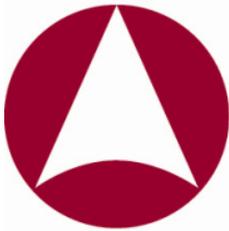


South Australia



**IPWEA**

INSTITUTE OF PUBLIC WORKS  
ENGINEERING AUSTRALASIA

Annual General Meeting  
1 December 2017

South Australia



**IPWEA**

INSTITUTE OF PUBLIC WORKS  
ENGINEERING AUSTRALASIA

NOTICE IS HEREBY GIVEN that the **ANNUAL GENERAL MEETING**  
of the Division will be held **Friday 1 December 2017**  
12.30pm for 1.30pm  
at Pullman Adelaide, 16 Hindmarsh Square  
Adelaide SA 5000

## A G E N D A

*All reports referred to in the Agenda are included in the Annual Report attached*

1. **Opening and welcome**
2. **Apologies**
3. **Minutes of previous Annual General Meeting, held on 1 December 2016, for confirmation** (attached)  
**Recommendation:**  
*That the Minutes of the previous Annual General Meeting held on Friday 1 December 2016, as circulated, be taken as read and confirmed without alteration.*
4. **Business Arising from the Minutes**
5. **President's Report for 2016/2017**  
**Recommendation:**  
*That this report be received.*
6. **Treasurer's Report for 2016/2017**  
**Recommendation:**  
*That this report be received.*

**7. Finance**

**7.1 Adoption of 2016/2017 Annual Audited Statements (attached)**

***Recommendation:***

*That the Annual Audited Statements for 2016/17 be received.*

**7.2 Appointment of Auditor for 2017/2018**

***Recommendation:***

*That LBH Accountants Pty Ltd be appointed as auditor for 2017/2018.*

**8. Membership Report**

***Recommendation:***

*That this report be received.*

**9. Young IPWEA (SA) Report**

***Recommendation:***

*That this report be received.*

**10. Executive Manager's Report**

***Recommendation:***

*That this report be received.*

**11. Announcement of Results of Election of Office Bearers**

The President to declare half the offices vacant and to hand over to the Returning Officer.

The Returning Officer's report to be presented.

***Recommendation:***

*That the following persons be elected to the Board of the IPWEA (SA Division).*

**12. General Business**

**13. Meeting Close**

South Australia



**IPWEA**

INSTITUTE OF PUBLIC WORKS  
ENGINEERING AUSTRALASIA

AGM - Previous Minutes  
from 2 December 2016

**THE INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA  
(SOUTH AUSTRALIA DEVISION)**

**MINUTES OF THE ANNUAL GENERAL MEETING  
HELD AT THE CROWNE PLAZA HOTEL,  
16 HINDMARSH SQUARE, ADELAIDE 5000  
FRIDAY 2 DECEMBER 2016 COMMENCING AT 2.36pm**

**1. Present (90)**

Braden	Austin	Chris	Goold	Richard	Powell
Sam	Ballantine	Ralph	Hack	Lloyd	Roberts
David	Bendo	Barry	Hagan	Eric	Rossi
Nicholas	Bennett	Eva	Haisova	Dameon	Roy
Caren	Blythe	Geoff	Hatwell	Michael	Schubert
Michael	Blythe	John	Hutton	Charles	Sheffield
Anders	Bogdanowicz	Ernie	Icolaro	Dimi	Shizas
Luke	Boin	Joseph	Ielasi	Paul	Simons
Douglas	Bowers	Drew	Jacobi	Andrew	Smith
Phillip	Burton	Kathryn	Johnson	Peter	Smith
Terry	Buss	Wasantha	Kaludewa	Ray	Smithers
Sean	Candy	Phil	Keane	Jason	Tamas
Andrea	Carolan	Simon	Keith	Peter	Tan
Kieren	Chappell	James	Kelly	Andrew	Thomas
Boon	Chua	Adam	Kelly	Lyall	Thomas
Ben	Clark	Sam	Kenny	Rodney	Uebergang
Jordan	Colbert	Russell	King	David	van Bochove
Jarred	Collins	Mark	Konecny	Mark	van der Pennen
Alex	Cortes	Peter	Levett	Steve	Walker
Clare	Couper	Carl	Lundborg	Bradley	Wallace
Andrew	Craig	Verity	Manning	Andrian	Wiguna
Ashley	Curtis	Stefan	Maslak	John	Wiley
Gabby	D'Aloia	Chris	Massey	Ari	Wilkinson
Naz	Dastoor	Chris	Michell	Megan	Woodward
Simon	Davis	Peter	Muller	Jeff	Zanker
Clem	de la Perrelle	Jude	Nirmalaraja	In attendance:	
Rod	Ellis	Dean	Nobbs	Rebecca	Beer Smith
Rita	Excell	Dean	Ottanelli	Stephen	Chan
Sean	Fielding	Raman	Pelia	Matt	Pinnegar (LGA)
Stephen	Fines-Phillips	Sam	Piotrowski		
Stephen	Flinn	Ken	Potter		

## 2. Apologies (75)

Frank		Amanda	Dunbar	Kimberly	McMillan
Rob	Ball	Trung	Duy Nguyen	Ali	Mirsepahi
Heather	Barclay	Paul	Gelston	Jim	Muir
Anders	Bogdanowicz	Greg	Georgopoulos	Nicholas	Murphy
Phil	Boulden	Matt	Graham	Sohrab	Pake
Steve	Bourne	Simon	Grenfell	Damian	Penneck
Amjad	Bozorgzadeh	Alex	Harriss	Surya	Prakash
William	Brown	Philip	Hewitt	Tyson	Radetti
Michael	Burke	Donald	Higgins	Jim	Raz
John	Calder	Aaron	Hillier	Scott	Reid
Troy	Carrigan	Allan	Hogg	Kirk	Richardson
Anthony	Catanzariti	David	Hope	Jonathan	Roberts
Angelo	Catinari	Wally	Iasiello	Matthew	Sanderson
Mal	Chadwick	Nick	Iasiello	Uzair	Shaikh
Paul	Clark	Michael	Jeffery	Oscar	Simpfendorfer
Clare	Couper	Donna	Klose	Jekabs	Strikis
Michael	Crame	Howard	Lacy	Adrian	Sykes
Matthew	Dawkins	Brett	Laing	Richard	Tang
Michael	de Heus	Neil	Langley	Chris	Tually
Ben	DeGilio	Steven	Lee	Lam	Vuong
Wade	Della Torre	Ben	Lewis	Lee	Wallis
Klinton	Devenish	Jessica	Lyons	Bernadette	Ward
John	Devine	Brendon	Lyons	Daniel	Willsmore
Paul	Di Iulio	Matthew	MacMahon	Matt	Wittwer
Scott	Dornan	Peta	Mantzarapis	Ray	Wong
Gerry	Doyle	Dean	Mathews		

## 3. Previous Minutes

Moved: Boon Chua                      Seconded: Sam Kenny

*That the minutes of the previous Annual General Meeting held on Friday 2 December 2015, as circulated, be taken as read and be confirmed without alteration.*                      **CARRIED**

## 4. Business Arising from the Minutes - Nil

## 5. President's Report for 2015/16

The President brought members' attention to her report included in the Annual report circulated with the Agenda.

Moved: Charles Sheffield                      Seconded: Jeff Hatwell

*That the President's report be received.*                      **CARRIED**

## 6. Treasurer's Report for 2015/16

The Treasurer's report is included in the Annual report circulated with the Agenda.

Moved: Ray Smithers                      Seconded: John Hutton

*That the Treasurer's report be received.*                      **CARRIED**

**7. Finance**

**7.1 Adoption of 2015/16 Annual Audited Statements**

Moved: Ray Smithers                      Seconded: John Hutton

*That the Annual Audited Statements for 2015/16 be received.*                      **CARRIED**

**7.2 Adoption of Auditor for 2016/17**

Moved: Ray Smithers                      Seconded: John Hutton

*That LBH Accountants Pty Ltd be appointed as auditor for 2016/17.*                      **CARRIED**

**8. Membership Report**

Moved: Kathryn Johnson                      Seconded: Mark van der Pennen

*That this report be received.*                      **CARRIED**

**9. Young IPWEA (SA) Report**

Moved: Barry Hagan                      Seconded: Stephen Fines-Phillips

*That this report be received.*                      **CARRIED**

**10. Executive Manager's Report**

Moved: Mark van der Pennen                      Seconded: Boon Chua

*That this report be received.*                      **CARRIED**

**11. Announcement of Results of Election of Office Bearers**

The Returning Officer's report was presented.

Moved: Mark van der Pennen                      Seconded: Boon Chua

*That the following persons be elected to the Board of the IPWEA (SA Division)*                      **CARRIED**

Philip Burton	Rita Excell
John Devine	Bernadette Ward
Rod Ellis	Megan Woodward

These Directors will join those previously appointed for 2 years at the 2015 AGM:

Andrew Craig	John Hutton
Boon Chua	Matthew Sanderson

And Angelo Catinari and Kathryn Johnson who are filling 2 casual vacancies on the Board for the remainder of the 2015 – 2 year term appointment.

**12. General Business - Nil**

**13. Meeting Close – 2.42pm**

South Australia



**IPWEA**

INSTITUTE OF PUBLIC WORKS  
ENGINEERING AUSTRALASIA

**ANNUAL REPORT 2016-17**

**CONTENTS:**

IPWEA (SA) Board of Directors 2016-17 .....	2
President's Report .....	3
Treasurer's Report .....	5
Membership Report .....	5
FAME Chairman's Report .....	6
FAME Treasurer's Report .....	6
YIPWEA Report .....	7
Executive Manager's Report .....	7

**IPWEA (SA) Board of Directors (from December 2016)**

<b>President</b>	Rita Excell	ADVI
<b>Vice President/ Secretary</b>	John Hutton	City of Salisbury
<b>Treasurer</b>	Boon Chua	KBR
<b>Immediate Past President</b>	Andrew Craig	City of Tea Tree Gully
<b>Directors</b>	Phillip Burton	City of Mount Barker
	Angelo Catinari	City of West Torrens
	John Devine	City of Unley
	Rod Ellis	Tonkin Consulting
	Kathryn Johnson	Port Pirie Regional Council
	Matthew Sanderson	City of Unley
	Megan Woodward	District Council of Mount Barker
	Bernadette Ward	City of West Torrens
<b>Coordinator Associations</b>	Rebecca Beer Smith	
<b>ABN:</b>	27 282 265 625	
<b>Business Address:</b>	IPWEA Australasia (SA – Division) 12 Stirling St, Thebarton, SA 5031 Telephone: 8125 2277 Email: sa@ipwea.org	

## **President's Report**

This is my last President's report for IPWEA SA, the past two years have flown by and I really must acknowledge the great support I have received from John Hutton over the past two years and also the board members over that time. As I look back on this past year, I am proud of our achievements together and the ongoing enthusiasm of the IPWEA SA board and you our members.

Your feedback from our annual survey helped to shape the activities and events that we had this year and judging by the attendance, I think we probably served up some great opportunities for you to network and build your own professional knowledge.

This year also saw a changing of the guard as Ernie Icolaro completed his term as YIPWEA Chair and Ben Clark took over. This seamless transition is a testament to both Ernie and Ben, and how they have ensured the ongoing sustainability and relevance of YIPWEA.

I also want to acknowledge some retiring board members in Boon Chua and Angelo Catinari who have served us all for many years and held some key roles on our board. Boon Chua, who has carried out the duties of Treasurer for as long as I can remember and managed to keep us in a strong financial position even during some stiff economic times. Angelo's contributions to IPWEA both in SA and nationally, including as a board member of NAMS have been significant and hard to match by any other board member. His ongoing support of IPWEA within his own organisation has been evident with the number of the City of West Torrens staff involved in the IPWEA committees and event organisation. I wish Angelo and Boon well in their future endeavours and again thank them for their services to IPWEA.

This year was also marked by sadness as we lost people close to us in our industry, my thoughts go out to the families and friends of these members affected by this loss.

I want to take the opportunity to recount some of the Highlights for 2016-17 hopefully you have fond memories of these events, just as I do:

## **Knowledge Building**

Debate on the benefits of Pavement vs Asphalt pavements  
Technical Tour of the Gawler Water Reuse Scheme  
Understanding pipeline rehabilitation technologies  
2017 State Conference  
Career advice for young professionals  
O-Bahn Tunnel Site Visit  
Joint event with SALGOA, focussing on understanding the importance of specifying the correct line marking and roadside bollards to get true safety benefits. Thanks to Roadside Solutions and Action Line Marking for putting on a great event.  
3M exclusive Australia first virtual reality experience  
YIPWEA Spotlight Event - St Kilda Playground site visit

## **Networking Functions**

Best Footy Tipping Competition  
Christmas Lunch  
Golf Day

## **Research Activities**

Low Volume Road Asphalt Project  
Finalising development of Infrastructure Guidelines  
Scholarship for international study tour to Michael De Heus

## **Advocacy, Recognition and Leadership in Public Works**

2017 Excellence Awards including  
Public Works Professional – Peter Tsokas  
Emerging Leader – Jason Tamas

Commendation to the Infrastructure Guidelines Working Group, Michael De Heus, Mark Swanbury and Simon Keith.  
Participation on State Government Planning Guidelines Industry Reference Group for Pilot Schemes  
CEO Boardroom Lunch with to thank our Corporate Partners and member council CEO's for their support.

Thank you for your valued support as a member during the past year, with your support IPWEA SA have been able to further enhance its reputation as a professional association that provides strong industry leadership and one that represents excellent value to its members.

IPWEA SA has continued to support the projects that we have established to assist with informing industry and Councils on how to better tailor products and services together, these projects include

- Infrastructure Guidelines Interest Group;
- Asphalt Interest Group
- Water Interest Group;

- Through our Board member Angelo Catinari we continue to support NAMS and the Asset Management training program, such as the new 'cahoot' Asset Management Planning course;

### **Governance**

The Board met formally on 11 occasions in 2016/17, with meetings usually held on the third Thursday of every month.

Secretarial and event management services were undertaken by the All Occasions Group an agreement that has been in place since August 2014. We are very pleased with the support from AOG and also the efforts of our Board, Treasurer, Secretary and Membership Officer. You can see from our financial result that the Board's efforts to have our income more aligned with the Division's expenditure is working and I commend all those who have supported us in this endeavour I am happy to advise that your Institute remains financially strong, with a healthy bank balance and business plan.

### **IPWEAustralasia**

The Immediate Past President and the current President have represented SA on the Australasian Board, and have actively represented the Division's interests at meetings. We believe that a strong Australasian Association means a strong IPWEA SA and we are working through the Board to grow the work of Australasia.

Looking forward to 2017-18

With the support of our Corporate Partners, 2017 -18 promises to be another great year. The Board has highlighted the following plans -

1. Grow our Training and Development Program
2. Understanding the barriers and opportunities to procurement
3. Advocating on behalf of our members in particular as we approach a State and Federal election next year
4. A regional site visit to the Fleurieu Peninsula
5. Returning to the Coorong District to experience the new MotorSport Park at Taillem Bend
6. Supporting YIPWEA to grow and support their undergraduate and professional peers.
7. Successful delivery of the 2018 Excellence Awards and 2018 State Conference
8. Golf Day
9. Ongoing Professional Development opportunities for our members.

### **Acknowledgements**

I would like to thank Board members for their support during this term as President and also the AOG staff for their enthusiasm, initiative and support for the Division. I wish you a happy and safe 2018 and look forward to continuing to serve you in my capacity as Vice President of IPWEAustralasia.

*Rita Excell*

President IPWEA (SA)



## Treasurer's Report

This report summarises the financial position of IPWEA as of 30 June 2017.

IPWEA commenced this financial year with a surplus of \$561.00

Income of \$138,947.00 comprised:

Corporate Partnership	\$20,000
Membership subscriptions	\$53,786
Sponsorships	\$15,425
Excellence awards dinner charge	\$20,455
Excellence awards sponsorship	\$23,023
Misc. incomes	\$6258

Expenses of \$138,134.00 comprised:

Secretarial services	\$58,061
National capitation fees	\$5,845
Bookkeeping	\$11,100
Excellence awards dinner	\$37,417
AGM lunch	\$5,710
Sundry expenses	\$8,773
Meeting expenses	\$9,041
Misc. expenses	\$2,187

This resulted in a net position change in financial position with a closing surplus of \$561.00 for 2016/17 financial year. The net asset for the financial year is \$61,008.99 which comprises total assets of \$125,515.84 and total liabilities of \$64,506.85. Despite the tight market conditions, the association managed to achieve a positive financial result. This is attributed to continue budget discipline, membership fee structure and over recovered excellence awards sponsorships.

Copies of audited income and expenditure statement, balance sheets, notes to the financial statements and Auditor's Report for the 2016/2017 financial year are attached.

*Boon Chua*

Treasurer

## Membership Report

Total membership for the year was a slight increase to 535 on the preceding year. Students excluded, member numbers reduced 3 to 273.

Member retention by percentage is in the range 88-94 which is rated as 'good'.

Member growth rate is under 3% and below average for Australasia, however our focus has been on retention rather than growth, which is reflected in our membership statistics. This strategy is going to change slightly, as we look at bundle memberships for Councils and businesses, and focus on training and professional development of members in line with employer expectations

Average length of time in membership is 9 years.

Members upgraded to the category of Fellow during the year were Andrew Craig, Stephen Fines-Phillips and Rod Ellis

Administrative actions in support of student memberships were simplified during the year to put the onus for renewal on Student members. Criteria for Student membership has been clarified to be "This grade of membership is available to persons not in full time employment and enrolled in full time or part time undergraduate studies in an accredited/recognised educational program in Australia or New Zealand (University or TAFE). The maximum term for Student membership is 6 years."

*John Hutton*

Secretary

### **Chairman's Report**

The FAME Board mirrors the IPWEA (SA) Board. The two organisations are separate entities, though closely linked, to streamline the decision making processes for the FAME Board.

#### ***Grow our Training and Development Program***

Already a major strategic strength of IPWEA (SA), this program links to IPWEAustralasia and other like organisations to deliver a range of training.

Our State Conference is the cornerstone of the training and development activity for our members. This year we adopted a theme of "Building for the future" and heard from a range of speakers on topics that included significant work in the City of Playford, street lighting, urban stormwater management, and planning reform. A panel session featured Young IPWEA members. Information on the rebranding of the City of Port Pirie was also presented.

A session introduced for the first time at our conference featuring a speaker from outside infrastructure was very well received. Sarah Powell previously Australian Rural Woman of the Year spoke on the Champions Academy she initiated to arrest the deterioration of regional sport participation in her Eyre Peninsular community and upside consequences. Opportunities to apply the learnings in an organisation like our own was clearly evident in the discussion which followed.

#### ***Research and Development***

- **Infrastructure Guidelines**

During this year work continued to complete the LGA SA Research and Development grant funded project to compile guidelines for use with infrastructure development. In addition to meeting the grant conditions work was also undertaken to compile standard drawings for inclusion in an appendix to the published document. Champions of this project Mark Swanbury, Michael DeHeus and Simon Keith are again acknowledged for their very significant hours of work.

- **Low Volume Asphalt Project**

The work on the review of the low volume asphalt project continues as we work with our industry association AAPA and their members together with participating Councils to explore how viable the nominated mix is for low volume roads. FAME has an ongoing interest in this project and we believe that participating

#### ***Student Award – IPWEA GV Allen Award***

This Medal is named in honour of the late George Allen, former engineer at the City of Burnside and active member of the former Local Government Engineers Association.

The medal is awarded to the student(s) studying for the UniSA Bachelor of Engineering (Civil Engineering) who gain the highest aggregate marks in the following subjects: Mechanics and Structures, Introductory and Environmental Geology, Civil Engineering 1 and Fluid and Energy (completed in the same year).

This year for the first time FAME is also sponsoring an award for a student at University of Adelaide.

Recipients receive a prize of \$500, an engraved medallion, are guests at the Annual Excellence Awards and receive Student Membership of the IPWEA (SA) Division.

The GV Allen Award Winner for 2016 was Zhixi Zhu.

*Peta Excell*

Chairperson FAME (SA)



## FAME Treasurer Report

This report summarises the financial position of FAME as of 30 June 2017.

FAME commenced this financial year with surplus of \$11,211

Income of \$94,328 comprised:

Interest	\$3,143
Conference	\$31,055
Sponsorships	\$17,250
Grants Received	\$37,130
Professional Development	\$5,750

Expenses of \$83,117 comprised:

Annual conference dinner	\$38,362
Professional Development	\$5,529
LGFA - Design Standard Funding	\$37,130
Misc. expenses	\$2,096

This resulted in a net positive change in financial position with a closing surplus of \$11,211 for 2016/17 financial year. The total equity for the financial year is \$297,326.80 which comprises total assets of \$313,148.68 and total liabilities of \$15,821.88.

Despite the difficult market conditions, the association managed to achieve a positive financial result for the financial year.

Copies of audited income and expenditure statement, balance sheets, notes to the financial statements and Auditor's Report for the 2016/2017 financial year are attached.

*Boon Chua*

Treasurer

## Young IPWEA (SA) Report

2016-17 has been another outstanding year for Young IPWEA (SA).

The highlights included:

- The Annual IPWEA Golf Day
- YIPWEA National Meeting in Perth
- Coordination of the "BEST" IPWEA Footy Tipping Competition
- The Annual Networking Event

This year our long serving YIPWEA SA Committee Member Matthew Sanderson the City of Unley stepped down from the committee. I would like to take this opportunity to thank Matt for his hard work, positive drive and enthusiasm towards YIPWEA SA. Young IPWEA (SA) also welcomed three new committee members in James Mitchell from the City of Onkaparinga, Nick Iasiello from BEST Bricks & Pavers and Mikayla Hein from the Rural City of Murray Bridge each of them have brought fresh ideas and great attitudes that have helped to complement the existing committee.

The next 12 months will see a real focus on engaging with the Universities and trying to build the relationships with the students in final year and show them what IPWEA and Young IPWEA (SA) can offer. We also plan to try and engage further with our current membership and continue to build upon the great work that Young IPWEA (SA) has done over the last 2 years.

I would like to personally thank my fellow YIPWEA SA Committee Members for all their dedication, commitment and innovation in delivering this year's events program. I am excited at the prospect of working with them all next year and beyond.

*Ben Clark*

2016 - 17 Chair, Young IPWEA

## Coordinator - Associations' Report

The All Occasions Group has continued to provide administrative and conference support to IPWEA (SA) over the past year. Support services have included arrangement and management of the following:

- Annual General Meeting and Christmas lunch;
- Annual Conference and Excellence Awards;
- Preparation of agendas, minutes, admin and event support for IPWEA (SA) Board meetings, General meetings including Hackney, Lonsdale and Adelaide;
- Membership enquiries;
- Management and liaison with IPWEA Australasia regarding preparation, disbursement and management of invoices;
- Executive Officer teleconferences and attendance at the IPWC Conference in Perth to represent IPWEA SA;
- Young IPWEA support including Regional Tour to Murray Bridge and Coorong, Footy Tipping, Golf Day preparations, Networking and Spotlight events. We also prepared and issued the YIPWEA Survey;
- Full admin and event support for the IPWEA Breakfast Briefing series.

Preparations commenced for the 2018 Annual Conference and Excellence Awards Dinner to be held in May next year. There is a focus on providing members with training and another regional General Meeting will be held following feedback from our Members.

*Rebecca Beer Smith*  
Coordinator – Associations

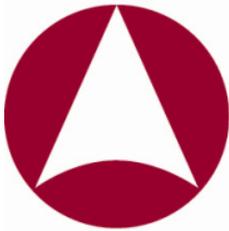
As requested by the members at the 2011 AGM it has become a formality to include a record of the Board Members attendance at meetings. The data in the table below covers the period of the past financial year.



Total # of meetings attended during the financial year			Max. # of meetings possible	% Percentage attendance
Angelo	Catinari	7	11	64
Andrew	Craig	10	11	91
Boon	Chua	2	11	18
Rod	Ellis	9	11	82
Rita	Excell	9	11	82
Stephen	Fines-Phillips	3	5	60
John	Hutton	11	11	100
John	Devine	6	11	55
Kathryn	Johnson	9	11	82
Matthew	Sanderson	8	11	73
Mark	van der Pennen	4	5	80
Megan	Woodward	8	11	73
Phillip	Burton	6	6	100
Bernadette	Ward	4	6	67

Boon Chua had a leave of absence approved from July 2016 – Nov 2016

South Australia



**IPWEA**

INSTITUTE OF PUBLIC WORKS  
ENGINEERING AUSTRALASIA

Financial Statements 2016/17

**Institute of Public Works Engineering Australia  
South Australia Division Inc**

**Financial Statements  
For the year ended 30 June 2017**

# Institute of Public Works Engineering Australia South Australia Division Inc

## **Contents**

[Independent Auditor's Report](#)

[Detailed Profit and Loss Statement](#)

[Detailed Statement of Financial Position](#)

# **Institute of Public Works Engineering Australia South Australia Division Inc**

## **Independent Auditor's Report**

### **Report on the Audit of the Financial Report**

#### **Opinion**

We have audited the financial report of Institute of Public Works Engineering Australia South Australia Division Inc (the association), which comprises the Statement by Members of the Committee, Income and Expenditure Statement, Balance Sheet as at 30 June 2017, a summary of significant accounting policies and the certification by members of the committee on the annual statements giving a true and fair view of the financial position and performance of the association.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the association as at 30 June 2017 and [of] its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Associations Incorporation Act 1991.

#### **Emphasis of Matter – Basis of Accounting**

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the association to meet the requirements of Associations Incorporation Act 1991. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

#### **Responsibilities of the Committee for the Financial Report**

The committee is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Associations Incorporation Act 1991 and for such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

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

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit.

Signed on :

---

R A Bowyer, Accountant

LBH Accountants Pty Ltd

294 Payneham Road Payneham SA 5070

# Institute of Public Works Engineering Australia South Australia Division Inc

## Detailed Profit and Loss Statement For the year ended 30 June 2017

	2017	2016
	\$	\$
<b>Income</b>		
Corporate Partnership	20,000.00	30,727.00
Excellence Awards Dinner Charge	20,455.00	16,700.00
Excellence Awards Sponsorship	23,023.00	25,273.00
Interest received	840.00	886.00
Members subscriptions	53,786.00	53,585.00
Sponsorships	15,425.00	4,337.00
General Revenue	5,418.00	
Total income	138,947.00	131,508.00
<b>Expenses</b>		
Accountancy & audit fees	900.00	900.00
Annual dinner	5,710.00	5,105.00
Bookkeeping	11,100.00	10,800.00
Capitation fees	5,845.00	7,300.00
Excellence Awards Dinner	37,417.00	34,904.00
Corporate Partners Appreciation Event		1,477.00
Insurance	1,287.00	1,270.00
Meeting expenses	9,041.00	1,906.00
Membership & general meeting promotion		1,497.00
Secretarial expenses	58,061.00	48,618.00
Sundry expenses	8,773.00	6,116.00
Total expenses	138,134.00	119,893.00
<b>Profit from ordinary activities before income tax</b>	<b>813.00</b>	<b>11,615.00</b>
Income tax expense relating to ordinary activities	(252.00)	(300.35)
<b>Net profit attributable to the association</b>	<b>561.00</b>	<b>11,314.65</b>
<b>Total changes in equity of the association</b>	<b>561.00</b>	<b>11,314.65</b>
Opening retained profits	124,273.23	112,958.58
Net profit attributable to the association	561.00	11,314.65
<b>Closing retained profits</b>	<b>124,834.23</b>	<b>124,273.23</b>

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

# Institute of Public Works Engineering Australia South Australia Division Inc

## Detailed Statement of Financial Position as at 30 June 2017

	Note	2017	2016
		\$	\$
<b>Current Assets</b>			
<b>Cash Assets</b>			
Bank SA account		75,232.94	80,120.74
		<u>75,232.94</u>	<u>80,120.74</u>
<b>Receivables</b>			
Debtors		44,653.34	29,194.87
		<u>44,653.34</u>	<u>29,194.87</u>
<b>Other</b>			
LGFA investment account		4,381.44	3,639.93
LGFA interest accrued		16.55	16.55
Prepayments		1,231.57	2,100.25
		<u>5,629.56</u>	<u>5,756.73</u>
<b>Total Current Assets</b>		<b><u>125,515.84</u></b>	<b><u>115,072.34</u></b>
<b>Total Assets</b>		<b><u>125,515.84</u></b>	<b><u>115,072.34</u></b>

The accompanying notes form part of these financial statements.

# Institute of Public Works Engineering Australia South Australia Division Inc

## Detailed Statement of Financial Position as at 30 June 2017

	Note	2017 \$	2016 \$
<b>Current Liabilities</b>			
<b>Payables</b>			
<b>Unsecured:</b>			
- Trade creditors		11,694.80	14,030.60
		11,694.80	14,030.60
<b>Current Tax Liabilities</b>			
GST clearing		3,757.62	211.70
Provision for Income Taxation		50.00	103.80
		3,807.62	315.50
<b>Other</b>			
Advance payments		32,080.92	12,080.82
Grants		16,923.51	28,197.43
		49,004.43	40,278.25
<b>Total Current Liabilities</b>		<b>64,506.85</b>	<b>54,624.35</b>
<b>Total Liabilities</b>		<b>64,506.85</b>	<b>54,624.35</b>
<b>Net Assets</b>		<b>61,008.99</b>	<b>60,447.99</b>
 <b>Members' Funds</b>			
<b>Reserves</b>			
LGFA funds		(63,825.24)	(63,825.24)
Accumulated surplus (deficit)		124,834.23	124,273.23
<b>Total Members' Funds</b>		<b>61,008.99</b>	<b>60,447.99</b>

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

**Foundation for the Advancement of Municipal  
Engineering in SA**

**Financial Statements  
For the year ended 30 June 2017**

# Foundation for the Advancement of Municipal Engineering in SA

## **Contents**

[Independent Audit Report to the Members](#)

[Income and Expenditure Statement](#)

[Detailed Balance Sheet](#)

# Foundation for the Advancement of Municipal Engineering in SA

## Independent Audit Report to the Members

### Report on the Audit of the Financial Report

#### Opinion

We have audited the financial report of Foundation for the Advancement of Municipal Engineering in SA (the association), which comprises the Statement by Members of the Committee, Income and Expenditure Statement, Balance Sheet as at 30 June 2017, a summary of significant accounting policies and the certification by members of the committee on the annual statements giving a true and fair view of the financial position and performance of the association.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the association as at 30 June 2017 and [of] its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Associations Incorporation Act 1991.

#### Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the association to meet the requirements of Associations Incorporation Act 1991. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

#### Responsibilities of the Committee for the Financial Report

The committee is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Associations Incorporation Act 1991 and for such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

#### Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit.

Signed on :

---

R A Bowyer, Accountant  
LBH Accountants Pty Ltd  
294 Payneham Road Payneham SA 5070

# Foundation for the Advancement of Municipal Engineering in SA

## Income and Expenditure Statement For the year ended 30 June 2017

	2017	2016
	\$	\$
<b>Income</b>		
Conference income	31,055.00	32,300.00
Dividends - unfranked		4,171.00
Interest received	3,143.00	3,962.00
Grants received	37,130.00	25,495.00
Study Tour Grant		6,250.00
Professional Development	5,750.00	
Sponsorships	17,250.00	10,000.00
Total income	<u>94,328.00</u>	<u>82,178.00</u>
<b>Expenses</b>		
Accountancy & audit fees	900.00	900.00
Annual conference dinner	38,362.00	32,433.00
Awards & presentations	500.00	
Insurance	696.00	106.00
International Study Tour		12,500.00
LGFA - Design standard funding	37,130.00	25,495.00
Professional Development & Training	5,529.00	
Total expenses	<u>83,117.00</u>	<u>71,434.00</u>
<b>Profit from ordinary activities before income tax</b>	<b>11,211.00</b>	<b>10,744.00</b>
Income tax revenue relating to ordinary activities		
<b>Net profit attributable to the association</b>	<b>11,211.00</b>	<b>10,744.00</b>
<b>Total changes in equity of the association</b>	<b>11,211.00</b>	<b>10,744.00</b>
Opening retained profits	286,115.80	275,371.80
Net profit attributable to the association	11,211.00	10,744.00
<b>Closing retained profits</b>	<b>297,326.80</b>	<b>286,115.80</b>

The accompanying notes form part of these financial statements.

# Foundation for the Advancement of Municipal Engineering in SA

## Detailed Balance Sheet as at 30 June 2017

	Note	2017	2016
		\$	\$
<b>Current Assets</b>			
<b>Cash Assets</b>			
Bank SA account		93,574.56	110,421.56
		<u>93,574.56</u>	<u>110,421.56</u>
<b>Receivables</b>			
Debtors		18,359.84	23,165.84
		<u>18,359.84</u>	<u>23,165.84</u>
<b>Other</b>			
LGFA investment account		200,462.83	197,272.83
Interest accrued		751.45	905.33
Prepayments			696.12
		<u>201,214.28</u>	<u>198,874.28</u>
<b>Total Current Assets</b>		<b><u>313,148.68</u></b>	<b><u>332,461.68</u></b>
<b>Total Assets</b>		<b><u>313,148.68</u></b>	<b><u>332,461.68</u></b>

The accompanying notes form part of these financial statements.

# Foundation for the Advancement of Municipal Engineering in SA

## Detailed Balance Sheet as at 30 June 2017

	Note	2017	2016
		\$	\$
<b>Current Liabilities</b>			
<b>Payables</b>			
<b>Unsecured:</b>			
- Trade creditors		7,078.50	1,699.50
- LGFA Grant Provision		3,875.00	41,005.00
<b>Secured:</b>			
- Income in Advance		1,470.00	
		<u>12,423.50</u>	<u>42,704.50</u>
<b>Financial Liabilities</b>			
<b>Unsecured:</b>			
- IPWEA unallocated payment			715.00
			<u>715.00</u>
<b>Current Tax Liabilities</b>			
GST clearing		3,398.38	2,926.38
		<u>3,398.38</u>	<u>2,926.38</u>
<b>Total Current Liabilities</b>		<b><u>15,821.88</u></b>	<b><u>46,345.88</u></b>
<b>Total Liabilities</b>		<b><u>15,821.88</u></b>	<b><u>46,345.88</u></b>
<b>Net Assets</b>		<b><u>297,326.80</u></b>	<b><u>286,115.80</u></b>
<b>Members' Funds</b>			
Accumulated surplus (deficit)		297,326.80	286,115.80
<b>Total Members' Funds</b>		<b><u>297,326.80</u></b>	<b><u>286,115.80</u></b>

The accompanying notes form part of these financial statements.

Foundation for the  
Advancement of Municipal  
Engineering

Annual General Meeting  
1 December 2017

NOTICE IS HEREBY GIVEN that the **ANNUAL GENERAL MEETING** of the  
**Foundation for the Advancement of Municipal Engineering**

will be held on Friday 1 December 2017, following the IPWEA AGM  
at Pullman Adelaide, 16 Hindmarsh Square, Adelaide SA 5000

## A G E N D A

**1. Opening and welcome**

**2. Apologies**

**3. Minutes of previous Annual General Meeting, held on 2 December 2016, for confirmation** (attached)

***Recommendation:***

*That the Minutes of the previous Annual General Meeting held on Friday 2 December 2016, as circulated, be taken as read and confirmed without alteration.*

**4. Business arising from the minutes**

**5. Chairman's Report**

***Recommendation:***

*That this report be received.*

**6. Treasurer's Report**

***Recommendation:***

*That this report be received.*

**7. Finance**

**7.1 Adoption of 2016/17 Annual Audited Statements** (attached)

***Recommendation:***

*That the Annual Audited Statements for 2016/17 be received.*

**7.2 Appointment of Auditor for 2017/18**

***Recommendation:***

*That LBH Accountants Pty Ltd be appointed as auditor for 2017/18.*

**8. Election of Executive Committee of the Governors**

Pursuant to section 7.5 of the Constitution.

***Recommendation:***

*That the Executive Committee be elected by the Board of Governors within thirty (30) days after the Annual General Meeting, to consist of a Chairperson, Secretary and Treasurer, where the Board of Governors is the IPWEA SA Board.*

**9. General Business**

**10. Meeting Close**

Foundation for the  
Advancement of Municipal  
Engineering

*AGM - Previous Minutes  
from 2 December 2016*

**FOUNDATION FOR THE ADVANCEMENT OF MUNICIPAL ENGINEERING  
IN SOUTH AUSTRALIA**

**MINUTES OF THE ANNUAL GENERAL MEETING  
HELD AT THE CROWNE PLAZA HOTEL,  
16 HINDMARSH SQUARE, ADELAIDE 5000  
FRIDAY 2 DECEMBER 2016 COMMENCING AT 2.42pm**

**1. Present (90)**

Braden	Austin	Chris	Goold	Richard	Powell
Sam	Ballantine	Ralph	Hack	Lloyd	Roberts
David	Bendo	Barry	Hagan	Eric	Rossi
Nicholas	Bennett	Eva	Haisova	Dameon	Roy
Caren	Blythe	Geoff	Hatwell	Michael	Schubert
Michael	Blythe	John	Hutton	Charles	Sheffield
Anders	Bogdanowicz	Ernie	Icolaro	Dimi	Shizas
Luke	Boin	Joseph	Ielasi	Paul	Simons
Douglas	Bowers	Drew	Jacobi	Andrew	Smith
Phillip	Burton	Kathryn	Johnson	Peter	Smith
Terry	Buss	Wasantha	Kaludewa	Ray	Smithers
Sean	Candy	Phil	Keane	Jason	Tamas
Andrea	Carolan	Simon	Keith	Peter	Tan
Kieren	Chappell	James	Kelly	Andrew	Thomas
Boon	Chua	Adam	Kelly	Lyall	Thomas
Ben	Clark	Sam	Kenny	Rodney	Uebergang
Jordan	Colbert	Russell	King	David	van Bochove
Jarred	Collins	Mark	Konecny	Mark	van der Pennen
Alex	Cortes	Peter	Levett	Steve	Walker
Clare	Couper	Carl	Lundborg	Bradley	Wallace
Andrew	Craig	Verity	Manning	Andrian	Wiguna
Ashley	Curtis	Stefan	Maslak	John	Wiley
Gabby	D'Aloia	Chris	Massey	Ari	Wilkinson
Naz	Dastoor	Chris	Michell	Megan	Woodward
Simon	Davis	Peter	Muller	Jeff	Zanker
Clem	de la Perrelle	Jude	Nirmalaraja	In attendance:	
Rod	Ellis	Dean	Nobbs	Rebecca	Beer Smith
Rita	Excell	Dean	Ottanelli	Stephen	Chan
Sean	Fielding	Raman	Pelia	Matt	Pinnegar (LGA)
Stephen	Fines-Phillips	Sam	Piotrowski		
Stephen	Flinn	Ken	Potter		

## 2. Apologies (75)

Frank		Amanda	Dunbar	Kimberly	McMillan
Rob	Ball	Trung	Duy Nguyen	Ali	Mirsepahi
Heather	Barclay	Paul	Gelston	Jim	Muir
Anders	Bogdanowicz	Greg	Georgopoulos	Nicholas	Murphy
Phil	Boulden	Matt	Graham	Sohrab	Pake
Steve	Bourne	Simon	Grenfell	Damian	Penneck
Amjad	Bozorgzadeh	Alex	Harriss	Surya	Prakash
William	Brown	Philip	Hewitt	Tyson	Radetti
Michael	Burke	Donald	Higgins	Jim	Raz
John	Calder	Aaron	Hillier	Scott	Reid
Troy	Carrigan	Allan	Hogg	Kirk	Richardson
Anthony	Catanzariti	David	Hope	Jonathan	Roberts
Angelo	Catinari	Wally	Iasiello	Matthew	Sanderson
Mal	Chadwick	Nick	Iasiello	Uzair	Shaikh
Paul	Clark	Michael	Jeffery	Oscar	Simpfendorfer
Clare	Couper	Donna	Klose	Jekabs	Strikis
Michael	Crame	Howard	Lacy	Adrian	Sykes
Matthew	Dawkins	Brett	Laing	Richard	Tang
Michael	de Heus	Neil	Langley	Chris	Tually
Ben	DeGilio	Steven	Lee	Lam	Vuong
Wade	Della Torre	Ben	Lewis	Lee	Wallis
Klinton	Devenish	Jessica	Lyons	Bernadette	Ward
John	Devine	Brendon	Lyons	Daniel	Willsmore
Paul	Di Iulio	Matthew	MacMahon	Matt	Wittwer
Scott	Dornan	Peta	Mantzarapis	Ray	Wong
Gerry	Doyle	Dean	Mathews		

## 3. Previous Minutes

Moved: John Hutton

Seconded: Charles Sheffield

*That the minutes of the previous Annual General Meeting held on Friday 4 December 2015, as circulated, be taken as read and be confirmed without alteration.*

**CARRIED**

## 4. Business Arising from the Minutes - Nil

## 5. Chairman's Report

The Chairman brought members' attention to the FAME Chairman's report included in the Annual report circulated with the Agenda.

Moved: Charles Sheffield

Seconded: Jeff Hatwell

*That the Chairman's report be received.*

**CARRIED**

## 6. Treasurer's Report

The Treasurer's report is included in the Annual report circulated with the Agenda.

Moved: Ray Smithers

Seconded: John Hutton

*That the Treasurer's report be received.*

**CARRIED**

**7. Finance**

**7.1 Adoption of 2014/15 Annual Audited Statements**

Moved: Ray Smithers                      Seconded: John Hutton

*That the Annual Audited Statements for 2015/16 be received.*

**CARRIED**

**7.2 Adoption of Auditor for 2016/17**

Moved: Ray Smithers                      Seconded: John Hutton

*That LBH Accountants Pty Ltd be appointed as auditor for 2016/17.*

**CARRIED**

**8. Election of Executive Committee of the Governors**

Moved: Mark van der Pennen                      Seconded: Boon Chua

*That the Executive Committee be elected by the Board of Governors within thirty (30) days after the Annual General Meeting, to consist of a Chairperson, Secretary and Treasurer, where the Board of Governors in the IPWEA SA Board.*

**CARRIED**

**9. General Business - Nil**

**10. Meeting Close – 2.44pm**