

South Australia



IPWEA

INSTITUTE OF PUBLIC WORKS
ENGINEERING AUSTRALASIA

Annual Report 2018/19

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IPWEA (SA) Board of Directors (from December 2018)

President	John Hutton	
Vice President	Rod Ellis	Tonkin Consulting
Treasurer	Phillip Burton	City of Mount Barker
Secretary	Kathryn Johnson	Port Pirie Regional Council
Immediate Past President	Rita Excell	ADVI
Directors	Madeleine Bekavac	ARRB
	Ben Clark	City of Adelaide
	Jan Cornish	City of Charles Sturt
	Andrew Craig	City of Tea Tree Gully
	Chris Haskas	City of Mitcham
	Megan Woodward	District Council of Mount Barker
YIPWEA Chair (Board Observer)	James Mitchell	City of Onkaparinga
Secretariat & Event Services	Patricia Coonan (Sept 2018 - May 2019)	Think Purple Solutions
Executive Manager	Julie Kerr (June 2019)	
Business Address:	IPWEA Australasia (SA – Division) 2 Kneebone Street Goodwood SA 5034 Ph: 0418 842 855 Email: sa@ipwea.org	

Institute of Public Works Engineering Australasia, South Australian Division

President's Report

This is my second and final President's report for IPWEA SA after taking office following the 2017 AGM. The period which is the subject of this report viz the financial year concluding 30 June 2019 saw significant challenge in association management following the conclusion of previous arrangements for the provision of these services.

Part way through the year an arrangement for interim association management support was made with Think Purple Solutions pending determination of longer term needs. Principal Patricia Coonan is acknowledged for this support and separately for services for the first time in conference and Excellence Awards event management. In December the new Board held a workshop to develop a Strategic Plan for our association until 2022. A key strategy in this plan was to appoint an Executive Manager and following a public recruitment process Julie Kerr was appointed in May 2019.

As in the previous 2017-18 year I have been joined on the Executive Committee by Vice President Rod Ellis, Treasurer Phil Burton, Secretary Kathryn Johnson and Immediate Past President Rita Excell. Rod Ellis has continued to strongly lead a number of initiatives including the Concrete Pipe Interest Group and, as Chair, the Board Governance review subcommittee. Phil Burton in his second year as Treasurer has served very capably in the role and is commended for his steadfast manner. To all Executive colleagues I extend sincere appreciation for their good work and wise counsel to me in their roles. New and very welcome to your Board this year has been Madelaine Bekavac. One Board vacancy existed for the year. Part way through the year Board

member Ben Clark took on the Australasian YIPWEA Chair role and in so doing necessarily stepped down as Division YIPWEA Chair, at which point James Mitchell became the YIPWEA observer at Board meetings. Board members have, apart from their time, also contributed their skills in many ways and for which particular acknowledgement of Chris Haskas and Ben Clark is warranted.

An annual member survey was not run but other feedback contributed to development of our calendar of events providing ample scope for networking and professional development. Opportunity for member feedback has remained available in other ways.

Retiring Board members acknowledged at this time are Andrew Craig and Jan Cornish. Andrew is a long serving Board member and exemplary IPWEA member whose service is evidenced by his naming as 2019 IPWEA Professional of the Year. Jan concludes her two year board term and we wish her well for planned retirement in 2020. The contributions of both Andrew and Jan have been appreciated.

A recap of the 2018-19 year is:

Knowledge Building

- Regional Tour to the South Coast
- Breakfast briefing on parks and open space maintenance at City of Marion
- Darlington project site visit
- Walking Tour of Uni SA's City west campus
- Breakfast and development tour at City of Playford
- Support for use of Infrastructure Guidelines
- 2019 State Conference
- Content for Inspire Magazine

Networking Functions

- Footy Tipping Competition
- Christmas Lunch
- Golf Day

Research Activities

- Completion and release of the Low Volume Asphalt Project

Advocacy, Recognition and Leadership in Public Works

- 2019 Excellence Awards including:
 - Public Works Professional – Andrew Craig
 - Emerging Leader – Luke Boin
- Participation on State Government Planning Guidelines Industry Reference Group.
- Awareness of SA Planning reform and feedback.
- CEO Boardroom Lunch with special guest DPTI CEO Tony Braxton-Smith to thank our sponsors and member council CEO's for their support.
- Attendance at NATSPEC stakeholders meeting.
- 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
 - Concrete Pipe Defect Special Interest Group
 - Support of NAMS Council and the Asset Management training program.

Governance

The Board met formally on 7 occasions in 2018/19, with meetings usually held on the third Thursday of the month. One of these meetings was a strategic planning workshop. Some secretarial and event management services were provided by Think Purple Solutions between approximately October and May. From 20 May following appointment of the Executive Manager Think Purple continued to provide major event management services with other administration

being carried out by the EM and under SLA arrangements with Australasia.

With reference to Treasurer Phil Burton's report elsewhere in this report we are pleased to advise your Institute remains financially strong, with a healthy bank balance and business plan.

IPWE Australasia

The Immediate Past President and the current President have actively represented SA at face to face and teleconference meetings of the Australasian Board. SA Division has also continued to be represented at meetings with other Divisional Presidents and CEOs which has been a good collaboration. IPWEA SA and the Australasian entity signed a service level agreement for provision of some services to the Division in addition to financial services already provided.

Immediate Past President Rita Excell held the position of Australasian Vice President during the year and was Chair of the Audit and Risk Committee. Rita follows Paul de Lulio as the only other SA member to have held this position.

Angelo Catinari stepped down during the year from the role of NAMS Council representative and Board member Chris Haskas took up the role in his place. We thank Angelo for his long service representing SA at this Australasian forum.

Looking forward

Looking forward to 2019-20 with the support of our Corporate Partners and other sponsors the Board has highlighted the following plans –

1. Implementation of the four year Strategic Plan 2019-2022
2. Grow our Training and Development Program
3. A regional site visit (TBC)
4. Supporting YIPWEA to grow its benefits to U35's
5. Golf Day

6. Ongoing Professional Development opportunities for our members.

Acknowledgements

I reiterate appreciation to Board members for their support during my service as your President.

From May 2019 Julie Kerr commenced in the role of Executive Manager. This provided immediate reduction on the demands on me personally but also set in train good work which should be very evident to members, especially in relation to training and development.

Members John Devine and Richard Powell had their memberships upgraded to "Fellow" at the 2018 AGM and we congratulate both on their achievement.

We look forward to member take up of networking and other opportunities going forward to derive best value from our leading industry association and wish you a happy and safe 2020.

John Hutton

President IPWEA (SA)

Treasurer's Report

IPWEA SA Annual Treasurer's Report 2019

This report summarises the financial position of IPWEA SA as at 30 June 2019.

IPWEA SA opened this financial year with retained profits of \$114,620 and closed the year with retained profits of \$127,710 equating to a net profit of \$13,089 for the year.

Total Income of \$120,123 comprising:

- Corporate Partnership: \$8,000

- Excellence Awards Dinner: \$21,314
- Excellence Awards Sponsorship: \$17,000
- Interest: \$907
- Membership Subscriptions: \$60,975
- Sponsorship: \$3,682
- General Revenue: \$8,245

Total Expenses of \$106,762 comprising:

- Accountancy and Audit Fees: \$1,000
- Bookkeeping: \$11,700
- National Capitation Fees: \$9,417
- Excellence Awards Dinner: \$31,770
- Corporate Partners Appreciation Event: \$3,681
- Insurance: \$1,589
- Meeting Expenses: \$9,529
- Membership and General Meetings: \$8,331
- Secretarial Services: \$11,047
- Sundry Expenses: \$5,038

The net assets at the end of financial year were \$63,884 comprising total assets of \$123,713 and total liabilities of \$59,829.

The profit retained this year is largely due to a successful annual conference and dinner that was well attended and supported by sponsors/partners, and significantly reduced secretarial services (as a result of changing service provider and the President and Vice President volunteering more time).

The profit retained this year is \$23,303 more than the previous financial year result.

Copies of the audited income and expenditure statement, balance sheets, notes to the financial statements and Auditor's Report for the 2018/19 financial year are attached.

Phil Burton

Treasurer

Membership Report

Total membership of 541 for the year was a decrease of 14 on the previous year. Students and other non-fee paying members excluded, fee paying member numbers reduced to 264 due members with outstanding membership fees of long duration being struck off. A significant challenge to membership retention is keeping track of members who change workplace and fail to provide to us their new contact details.

Member retention by percentage is in the range 81 to 87% which is rated as average, a slightly disappointing trend for the division.

The continuation of the strategy implemented during the previous year to promote bundle memberships for Councils and businesses has seen the Cities of West Torrens and Salisbury also become bundle members, with all pre-existing bundle organisations electing to remain within that category.

John Devine and Richard Powell were upgraded to the category of Fellow during the year.

Student memberships remain very high so further work is required to remove students who no longer meet the definition of student membership *"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."*

YIPWEA SA is working on a strategy to convert student memberships to paying members when they are no longer eligible to remain in the former category.

Julie Kerr

Executive Manager

Foundation for the Advancement of Municipal Engineering in South Australia (FAME)

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.

Training and Development Program

This program links to IPWE Australasia and other like organisations to make available a range of training.

Our State Conference is significant in the training and development activity for members and is open also to non-member industry practitioners. This year we adopted a theme of "Delivering Value to Our Communities" and heard from a range of speakers on topics that included obviously delivering value to our communities – both in public works broadly and local government specifically, but also geosynthetic pavement reinforcement, road surface enrichment, recycled water, drainage system performance, waste management, use of tyre waste in roadworks, E scooter trails and capital works delivery.

The conference was well received and financially positive.

Research and Development

- **Infrastructure Guidelines**
Communication of Infrastructure Guidelines information via the website ie amendments, updates, interpretation was enhanced. Options for utilisation of the guidelines as an element in planning reform in SA continued to be taken up with DPTI.
- **Low Volume Asphalt Project** Work on the review of the low volume asphalt project concluded and the Final Report was released.

Student Award – IPWEA GV Allen Award

This medal honours 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).

The winner receives a \$500 prize and student membership of IPWEA. The GV Allen Award Winner for 2019 was Hemmelinie Eshani Fernando.

International Public Works Conference

The Board resolved in August 2018 that support previously provided for a member's participation in an international study tour would instead go towards funding two member's attendance at the IPWC in Hobart in 2019. These grants of up to \$4,000 each were intended to be for one member in each of the categories under and over 35. Support was conditional on reporting back to members at suitable event.

Subsequently support was also committed for the Chair of YIPWEA to also attend the Hobart IPWC.

Support for International Experience

FAME resolved to support member Ben Clark to attend and present on Asset Management practice at an International Conference in Liverpool, United Kingdom in June 2019. This support of \$3,500 was conditional on reporting back to members so that the benefits of the experience might be shared for common use.

Forward plan for use of funds for member benefit

At the 2018 AGM of the Foundation it was resolved that a forward plan be developed for utilisation of FAME funds for the benefit of members.

Subsequently a committee comprising two Board members and two other members met to consider and develop a draft sustainable forward plan for delivery of the Foundations objectives and to report back by June 2019. One non-Board member subsequently withdrew due to work commitments.

The subcommittee's report proposed three focus areas as follows:

1. Education (training, conference attendance)
2. Regional Participation (Web based audio visual & software, and accessibility ie timing, subsidies)
3. Research (Stand alone or organisation based)

Proposed expenditures were assigned to each focus area.

The Board agreed in principle to the three focus areas but sought further financial analysis of financial implications of proposed expenditure in the five year model period used, in order to clarify the impact on FAME funds ie to run down, maintain or grow. This further financial analysis had not been concluded in the reporting period, and the Board noted funding committed to support members in the 2018-19 year was in excess of the amount which would see the funding pool sustained.

Board members Megan Woodward and Chris Haskas and member Daniel Ahrens are acknowledged for their on-going work on this matter.

John Cutton

Chairman FAME (SA)

FAME SA - Treasurer's Annual Report 2019

This report summarises the financial position of FAME SA as at 30 June 2019.

FAME SA opened this financial year with retained profits of \$328,858 and closed the year with retained profits of \$351,638 equating to a net profit of \$22,780 for the year.

Total Income of \$57,702 comprising:

- Annual Conference: \$30,830
- Interest: \$3,172
- Sponsorships: \$23,700

Total Expenses of \$34,922 comprising:

- Accountancy and Audit Fees: \$1,000
- Annual Conference: \$23,618
- Awards and Presentations: \$500
- Consultants Fees: \$5,200
- Insurance: \$901
- Professional Development and Training: \$3,703

The net assets at the end of financial year were \$351,638 comprising total assets of \$423,763 and total liabilities of \$72,125.

The net profit retained this year is largely due to excellent sponsorship and much lower than expected annual conference expenses due to a change in conference delivery model and service provider.

The profit retained this year is \$8,751 less than the previous financial year result, mainly due to the annual conference income being lower.

Copies of the audited income and expenditure statement, balance sheets, notes to the financial statements and Auditor's Report for the 2018/19 financial year are attached.

Phil Burton

Treasurer

Young IPWEA SA Report 2018/19

It has been another outstanding year for Young IPWEA S. The highlights have included:

- The YIPWEA SA Chairperson Ben Clark appointed to YIPWEA Australasia Chairperson
- James Mitchell appointed YIPWEA SA Chairperson
- YIPWEA Welcome Pack completed
- YIPWEA Australasia meeting in Sydney November 2018
- Public Works in the Spotlight – Frome Road Bicycle Lane August 2018
- IPWEA Footy Tipping Competition
- Annual IPWEA Golf Day October 2018

The YIPWEA SA chairperson, Ben Clark, was appointed to the position of chairperson for YIPWEA Australasia. I would like to congratulate Ben on this appointment, which reflected the hard work and fantastic results Ben and the committee have achieved over the last two years. The committee is well established, providing a range of networking, knowledge sharing and professional development opportunities for the young IPWEA members. The relationship between YIPWEA SA and the IPWEA SA Board remains a strength as we work closely together to deliver value to the IPWEA SA members.

I would like to thank all the sponsors that have supported YIPWEA SA throughout the 2018/19 year – Best Bricks & Pavers, Tonkin Consulting, Plumbing & Pipeline Solutions, Roadside Services, Action Line Marking, Outside Ideas, Adelaide City Council, Fulton Hogan, Downer, Boral and Delnorth. Without their support it would be difficult to provide the events that we do.

Looking ahead to 2019/20, the committee is working to review the Committee Guidelines to align with the Australasian Young IPWEA Framework and Action Plan. In 2019/20 we will focus on:

- Attracting and retaining young professionals in the public works sector through engagement with universities

and students to demonstrate the YIPWEA value proposition.

- Encouraging young members to be mentored. This will be driven through the YIPWEA Coffee Cup Challenge commencing in August 2019. The program pairs young members with experienced professionals to share knowledge and facilitate professional development.
- Providing exposure to networking, knowledge sharing and professional development opportunities. This will be delivered through the 2019/20 events calendar, building from previous years with an aim to increase attendance at our events as we continue to provide quality professional development and networking opportunities for our members.

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.

James Mitchell

Chairperson Young IPWEA
South Australia

Secretary's Report

The contract with All Occasions Group for provision of association management and, under separate agreement, conference management services to IPWEA SA concluded as of 30 June 2018. Until Patricia Coonan of Think Purple was engaged in September 2018 to provide support, the business of the association was managed by the President, John Hutton and Vice President, Rod Ellis.

Support services provided by Think Purple 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
- Membership enquiries
- Management and liaison with IPWEA Australasia regarding preparation, disbursement and management of invoices
- Young IPWEA support
- Footy Tipping
- Golf Day preparations
- Networking and Spotlight events.

Following the decision by the Board to employ an Executive Manager, a recruitment process was undertaken in the first quarter of 2019, resulting in the appointment of Julie Kerr in late May to a 0.6 role. Some additional services are being provided by the IPWE Australasia office, while Patricia Coonan has been contracted to provide event management services for the 2020 State Conference, Excellence Awards and Awards Dinner

The following record of the Board Members' attendance at meetings is provided for members' information.

The data covers the period July 2018 to June 2019.

Total # of meetings attended during the financial year			Max. # of meetings possible	% Percentage attendance
Madeleine	Bekavac	5	5	100
Phillip	Burton	7	7	100
Ben	Clark	6	7	86
Jan	Cornish	4	7	57
Andrew	Craig	6	7	86
John	Devine	2	3	67
Rod	Ellis	7	7	100
Rita	Excell	6*	7	86
Chris	Haskas	5	7	71
John	Hutton	6	7	86
Kathryn	Johnson	5	7	71
Bernadette	Ward	0	2	0
Megan	Woodward	5	7	71

* Absent on Australasian Board business

Kathryn Johnson

Secretary