



NSW & ACT

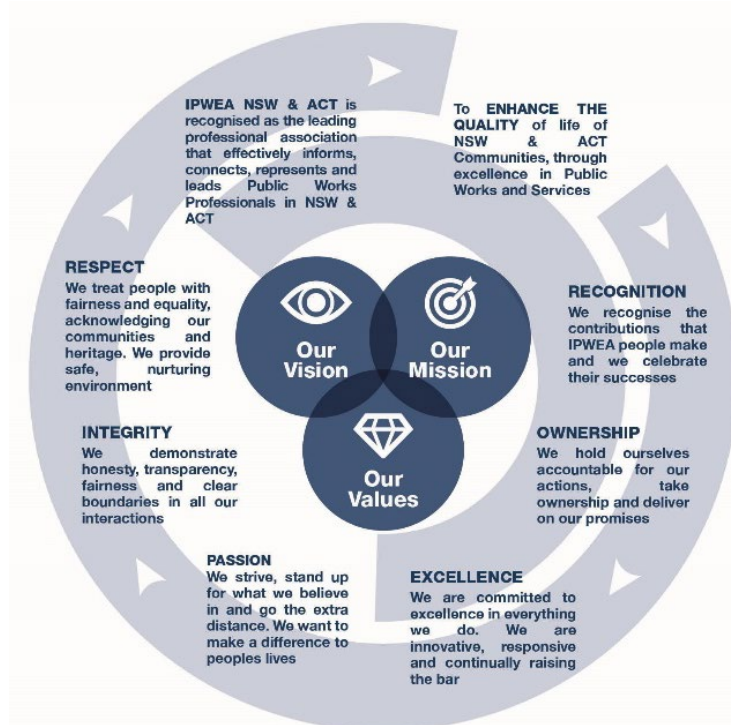
IPWEA

INSTITUTE OF PUBLIC WORKS
ENGINEERING AUSTRALASIA

MINUTES 2023 ANNUAL GENERAL MEETING

Wednesday 1st November, 2023

IPWEA NSW AND ACT VISION, MISSION AND VALUES



AGENDA

The meeting was called to order by the President and Chairperson, Mr Grant Baker, at 12:00pm.

ITEM 1.0 PRESIDENTS WELCOME

- 1.1 The President welcomed members to the meeting and acknowledged the traditional Owners of the land on which we met. He also paid respects to Elders past and present and emerging and acknowledged the stories, traditions and living cultures and commit to building a brighter future together.
- 1.2 The President noted two apologies and one proxy form held by the chair.

ITEM 2.0 RESOLUTION THAT THE MEETING HAS BEEN PROPERLY CONVENED

- 2.1 The notice of meeting and papers was distributed on 5th October 2023.
- 2.2 There were 43 confirmed financial members registered.

RESOLVED:

That the Annual General Meeting of IPWEA NSW and ACT, conducted 1st November 2023 was a properly convened meeting.

For – 100%

Against – 0%

Abstain – 0%

ITEM 3.0 CONFIRMATION OF MINUTES OF AGM HELD ON 8th NOVEMBER 2022

3.1 The Minutes of the previous Annual General Meeting of the Institute held on 8th November 2022 had been advertised as available on the website and sent via email on 5th October 2023.

RESOLVED:

That the minutes of the IPWEA NSW and ACT Annual General Meeting held on 8th November 2022 be accepted and signed by the President as a true and correct record.

For – 87%

Against – 0%

Abstain – 13%

ITEM 4.0 PRESENTATION OF REPORTS FROM OFFICERS

4.1 President's Report – The Report was tabled as part of the Annual Report.

The President highlighted a few key messages during the Annual General Meeting. The AGM brought the end of a Board term and the term had been difficult with floods, fires and natural disasters throughout the state.

The President outlined the previous CEO, Francine Binns, resigning and the incredible work Joshua Devitt did when he stepped up as acting CEO for six months. This calendar year has been very positive with the State Conference and Engineering Excellence Awards being held at Accor Stadium where members joined together to celebrate their work and experiences within local government.

The President also thanked the Board Directors for their counsel during the 2020-2023 term, especially Will Barton as Vice President and Peter Shields as fellow Australasian Board Director. The President also thanked the Municipal Engineering Foundation Trustees for their support throughout the term.

Finally, the President welcomed new Chief Executive Officer, the Honourable David Elliott, to the organisation and thanked him for his hard work since joining the Institute in May 2023.

RESOLVED:

That the President's Report for the financial year 2022-2023 be accepted.

For – 100%

Against – 0%

Abstain – 0%

4.2 Chief Executive Officer's Report

The Board election has been duly completed with two new Board Members elected, notably an increase in female representation.

After a high turnover of staff over the past 12 months, the team is now at a full complement with a new Sponsorship Manager, new Training Officer, new Cadet Engineer and new Finance Manager as well as a new CEO having all

started in the last six months. A slight restructure of duties has seen Josh Devitt become our first Chief Engineer and Laura Currie elevated to the role of Executive Officer to better reflect her responsibilities to the Board.

After a deficit in the last financial year the first quarter of 23/24 has been positive and with a solid Conference and growth in Professional Development, we hope to finish the year with a modest surplus

Regional Forums and Group Meetings have been merged in to “Chapter Meetings” with each region having at least two per year (Autumn and Spring). Our first event for 2024 “International Women’s Day” luncheon will be held in Sydney on 8 March with the Transport Minister, Jo Haylen, secured as the Guest Speaker.

The Conference is booked for 10/11 April and judging for the Awards are currently underway. There have been 63 entries for the Awards. The theme for the conference is Country and Western and the theme of the business sessions is AI.

The Board has asked the Governor to officially open the conference and invited her to become our first Patron.

A review of the Institute’s Consitution has also been independently undertaken and will be considered by the new Board in the new year although no significant changes are anticipated.

The main advocacy work been undertaken in the next 18 months will relate to the Government’s commitment to Register Engineers in NSW

RESOLVED:

That the Chief Executive Officer’s Report for the financial year 2022-2023 be accepted.

For – 100%

Against – 0%

Abstain – 0%

4.3 Foundation Report

Mr John Truman, Chairman of the Municipal Engineering Foundation gave a report on behalf of the Foundation. Mr Truman presented a brief overview about the Foundation being a trust which operates with a degree of independence and it operates for the benefits of members and that it’s objectives are to support the education and professional development of members.

The main initiatives supported by the Foundation throughout 2022-2023 included a number of projects the main being was providing funding to the Young IPWEA NSW and ACT Committee with funding, also funding nine young members to attend the State Conference. Also, the Foundation supports the Engineering Excellence Awards. This is particularly important to the Foundation as it promotes the good work in the sector and also recognising our peers.

Over the last twelve months the Foundation have identified some opportunities to improve the governance of the relationship and communication channels between the Foundation and the NSW and ACT Board. These improvements are underway and will be reporting on in the next Annual General Meeting.

RESOLVED:

That the Foundation Report for the financial year 2022-2023 be accepted.

For – 100%

Against – 0%

Abstain – 0%

ITEM 5.0 PRESENTATION OF ANNUAL REPORT

5.1 Annual Report

Written reports on the Institute's activities contained within the Annual Report were presented at the meeting, including the following:

- Roads and Transport Directorate
- Professional Development
- Asset AI
- Membership Statistics and Engagement Initiatives
- Member Networking Events throughout the State
- Engaging Social Community Members
- Technical Panels
- Young IPWEA NSW and ACT
- IPWEA NSW and ACT Groups

RESOLVED:

That the Annual Report for the financial year 2022-2023 be accepted.

For – 100%

Against – 0%

Abstain – 0%

5.2 Financial Reports

The Director's Report, Auditor's Independence Declaration, Auditors Report, Director's Declaration, Financial Statements and Auditor's Statement were available prior to the meeting on the website and were sent to members with the Annual General Meeting notice.

RESOLVED:

That the Director's Report, Auditor's Auditors Report, Director's Declaration, Financial Statements and Auditor's Statement for the financial year 2022-23 be taken as read and accepted.

For – 100%

Against – 0%

Abstain – 0%

ITEM 6: 2023 BOARD ELECTIONS

The Call for Nominations opened to members on 22nd May 2023. The Nominations were closed on 21st July 2023.

Voting details were sent to members and voting opened on 21st August 2023. Voting closed on 15th September 2023 and the results were verified on 18th September 2023. A secure and independent election system, Big Pulse, was used for the 2023 Board Elections.

As stated in the IPWEA NSW and ACT Constitution the vote counting method was first-past-the-post.

As a result of the nominations received, and the ensuing ballot for the positions of President and Directors, the Board of Directors of the Institute of Public Works Engineering Australasia (NSW Division) Limited, as from the Institute's Annual General Meeting held on 1st November 2023, is constituted as follows:

President:	Grant Baker
Director:	Tim Mackney
Director:	Megan Finnie
Director	Gary Woodman
Director :	Peter Shields
Director:	Paul Gallagher
Director	Robert Scott
Director:	Parissa Ghanem
Director:	William Barton

RESOLVED:

That in accordance with the Constitution the duly nominated and elected candidates be appointed to the position of President and Board of Directors for three-year period 2023 to 2026.

For – 100%

Against – 0%

Abstain – 0%

A special tribute was paid to exiting Board Director Mr Bill Woodcock.

Bill's commitment over an impressive 45 years has made him an integral part of the Institute, and his journey within our organisation has been nothing short of remarkable. Throughout this extensive tenure, he has assumed a variety of pivotal roles, including Regional Group Chair and Secretary, Technical Panel Chair, Committee Member, and 12-year term as a Board Director.

Since 2017, Bill has been a major part of the Technology and Innovation Panel and has created the online Digital Engineering Webinar series which has been a great success. He has not only put together unmissable agendas featuring top tier speakers but also made a big impression as MC.

Bill also became part of the Development Engineering Panel in 2021 and assisted with presenting 4 Development Engineering Forums. These events have proven to be invaluable sources of information and resources for our esteemed IPWEA NSW and ACT Members.

Not only has Bill made a massive impact on the Institute but also the Public Works Industry as a whole. With 24 years of experience in Local Government and over 40 years as a consultant within the private sector, Bill's contributions are nothing short of outstanding.

ITEM 7: APPOINTMENT OF AUDITORS

The Auditors have undertaken their duties in accordance with the Board requirements and the Board has recommended the Auditors continue as per the three-year tender period.

RESOLVED:

That Cutcher Neale Assurance Pty Ltd be Appointed as Company Auditor for the 2022-23 Financial Year.

For – 100%

Against – 0%

Abstain – 0%

ITEM 8: GENERAL BUSINESS

No matters of general business were formally requested or presented.

There being no further business, the President thanked everyone for attending the virtual AGM and thanked Members who are part of the institute and wished everyone all the best for the future.

Meeting CLOSED 12:51 PM

Signed as a true and correct record.

Grant Baker
Chairperson & President
IPWEA NSW and ACT

David Elliott
Company Secretary & CEO
IPWEA NSW and ACT