

# Committee Report

2022 AGM

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## 1. Introduction

### 1.1. Background

AACE Australian Section originally started as the AACE Melbourne Section in 1977 and morphed into the AACE Australian Section during the 1980's. In 2018, an AACE constitutional requirement led to full separation of the two organisations, with separate elections, separate management and separation of the funds. Thus, since 2019, the AACE Australian Section has operated as a standalone entity.

### 1.2. Current Situation

The current position as at end December 2022 is that:

- The AACE Australis Section is now running as a fully functioning AACE Section.
- Most committee positions have been filled and most positions have nominations for the new 2022 committee.
- The issues created Covid pandemic have prevented face to face meetings this year but going forward Area Chairs will start arranging face to face meetings in major capital cities.
- The Australian Section was awarded a Platinum Certificate of Recognition which is awarded based on the amount of activity a section had conducted in a calendar year, I would like to congratulate all the committee members for their hard work.



## 2. Strategic Plan

### 2.1. Short Term Objectives – By 30 June 2022

The following objectives are planned to be complete by 30 June 2022:

- Develop and implement relevant policies and procedures covering the suggested activities for Area Chapters such as Technical Meetings, Mentoring, Training and Development and Communication with local members etc.
- Maintain or increase membership base.
- Promote to members to take AACE qualifications.
- Develop and establish mentoring programme for members

- Identify other PM organisations including PMI, AIPM, ACES etc that we could develop alliance with and propose how AAACE-AU could work with them
- Develop sponsorship opportunities with industry partners for which could be on a fee basis for advertising or a “Quid pro quo” for services supplied to AAACE-AU.
- Identify and establish relationships with conference organisers and recommend how we work with these.
- Engage with AAACE Corporate members.
- Promote AAACE publications to companies and educational establishments.
- Identify and promote non AAACE relevant publications to members such as PMI, EA AS
- Identifying other relevant project management organisations that we could work with to develop relationships and promote to AAACE-AU members.

## 2.2. Long Term Objectives - December 2022

The following are the long-term objectives that the section will look at addressing after June 2021 and as the pandemic restrictions allow in each area:

- Hold regular face to face events in major cities.
- Maintain or increase membership base.
- Increase activities in the following areas
  - Category 1: Outreach
  - Category 2: Certification Training
  - Category 4: Section Scholarships

## 3. Financial

### 3.1. 2021 Financial Year Results

Item	AUD
<b>Starting Balance</b>	<b>\$25,032.47</b>
Income	\$4,753.89
Expenditure	\$591.35
Net Surplus	\$4,162.54
<b>Ending Balance</b>	<b>\$29,195.01</b>

Refer to APPENDIX A for further details.

### 3.2. 2022 Budget

Planned Income	AUD
AAACE Section Membership contribution Estimate xxx members @15 USD @1.4 AUD	\$5,925.61 (Actual)
Advertising	\$400
<b>Total Income</b>	<b>\$6,325.61</b>

Planned Expenditures	AUD
Monthly expenses (MS Account, zoom, etc)	\$500
Webhosting and Renewal	\$160
Allowance for Website Development/ Mentoring	\$1,100
CAV and ASIC annual reporting (Annual Statement)	\$200
Bank Fees	\$180
Event Sponsorship	\$2,000
Misc. expenses	600
<b>Total Expenditure</b>	<b>\$4,740</b>

Results	AUD
Forecast Net Revenue for the Period	\$1,585.61
Forecast Surplus at 31 December 2022	\$30,780.62

Refer to APPENDIX B for further details.

## 4. Membership

### 4.1. Membership Numbers

Our membership is made of AAACE members in good standing who have registered for Region 8 Australia in their AAACE profile via the AAACE website.

Since the last AGM held in March 2021 our membership grew from 207 members to 240 members by December 2021 representing a 16% increase over 12 months. This membership growth has been attributed to the success of the monthly webinars (Refer to section 8 for a list of events held last year)

Of these, 97 members did not renew their membership at the end of the year resulting in current membership at 184 members as of 6<sup>th</sup> March 2021. Reminder notices have been sent to lapsed members and it is hoped that these members will choose to renew their membership.

Location	6 March 2022
ACT	2
NSW	30
NT	0
QLD	54
SA	7
TAS	1
VIC	37
WA	44
Other Countries	9 (5 NZ, 1ea Peru, Philippines, Argentina, Spain)
<b>Grand Total</b>	<b>184</b>

A key strategic goal for 2022 is to maintain or increase membership. Increase membership allows the section to better serve members since income for the organisation is primarily gained through membership numbers. Some initiatives that to support membership growth will include:

- Promote AAACE benefits to increase membership and improve membership experience
- Increasing local member services including the face-to-face events in major capital cities and establishment of a mentoring system
- “Member bring a colleague” to face to face events
- Encouraging members to engage with colleagues to recommend the benefits of AAACEI membership through further distribution of the member newsletter
- Identify further member services through member surveys to find out what they want to
- Encourage members to get involved in their local Area Subcommittees
- Identify members interested in a professional profile in The Source magazine
- Continue to develop the monthly newsletter and make it more interactive for members

#### 4.2. Mentoring

We are looking to develop and establish a locally based mentoring programme as an addition to the mentoring programme already provided by AACE Headquarters. The first stage will be to identify the level of interest in a local mentoring programme and what members would like to get out of this programme. The next stage will be to seek nominations for members who are prepared to be a mentor and give their time to fellow members. Finally, we will invite members who would like to participate in the programme as mentees and match them according to their mentorship goals.

## 5. Website and Social Media

### 5.1. Website

The website at [aacei.org.au](http://aacei.org.au) has been up and running for approximately 18 months. The aims for the next 12 months are:

- Add local technical content as well as links to AACEI.org content to make it easier for members to find information
- Improve the Events system so that they present better and is easier to maintain.
- Add advertising and sponsorship spots on the Main Homepage and for each of the events that are held.

### 5.2. Social Media

The LinkedIn page has 568 followers as of the 6<sup>th</sup> Match 2022.

The plan for the next 12 months is to increase interaction with members by starting conversations on through LinkedIn posts on a variety of topics relevant to the organisation and members.

The AACE Australian Twitter account is operational and will start promoting both content that is added to the Website and LinkedIn accounts.

On a monthly basis, new members that join the AACE Australian Section will be invited to follow our LinkedIn pages.

## 6. Sponsorship and Alliances

During 2022 we will engage with more corporations and associations than ever before promoting AACE and building brand awareness. The prospectus will highlight the benefits in becoming a member and how AACE practices leads to improved project outcomes. Training will be provided within AACE to committee members and members at large about promoting the AACE products and services. From a Sponsor's perspective, your branding will be posted in AACE's linkedIn, website, newsletter and youtube. Our aim is to have all events sponsored in 2022.

Sponsorship works hand in hand with events and we aim to provide greater knowledge transfer for both novices and innovators. Members are encouraged to present to demonstrate skill and knowledge. The AACE committee is available and excited to assist members in their preparation to ensure good engagement. We are looking to use these forums to demonstrate the benefits of recommended practice applications. Registering interest in presenting at events will be open to self-determined topics or prescribed options identified through opinion poll.

We are looking at companies adopting the recommended practices into their PMO library based on positive feedback from similar organisations.

There are opportunities through alliances to collaborate and reach a bigger audience. AACE will explore partnering with industry associations, educational institutions and developers to strategically increase brand awareness. Our aim is to have an alliance in each state and territory by the end of 2022.

## 7. Training and Development

The Training and Development portfolio is intended to promote AACE courses and qualifications. AACE International has eight qualifications aimed at people at three levels, Technician Level for people new to the industry and have little or no experience, Professional Level for people with several years' experience and Expert Level. This year we have not been able to fill this role on a fulltime Committee Member. The board is seeking someone to take on this role and assist Australia Section Members to study and sit for these exams and look for other education providers to supply training in Cost Engineering subjects.

## 8. Events

The Section held 11 Webinars throughout 2021. Recordings of these are available on the AACE Australian Section Youtube Channel. Some of these webinars were also converted to Podcasts, which can be accessed through the Anchor app. It is intended that future webinars will also be available as podcasts.

Whilst Covid-19 prevented most face-to-face meetings from occurring, the Section did have a number of joint social gatherings with the Project Controls Group throughout the year. We are planning to continue this relationship going forward as Covid restrictions end.

## 9. Reporting

The Section achieved its 2021 reporting obligations, which are summarised as follows:

- CAV: Submitted election results, revised constitution, new Secretary details and financial statement.
- ASIC: Submitted revised constitution and all director changes.
- AACEI: Submitted and achieved the minimum section requirements in terms of communications, technical events, banking, government filings, offices and election results.
- Our section achieved a **Platinum Recognition Award** this year. This was an amazing achievement.

## 10. Area Subcommittees

### 10.1. General

The major goal for 2022 is to commence face to face events including technical and networking meetings in each of our Area Subcommittee major capital cities of Sydney, Melbourne, Brisbane and Perth as soon as they are feasible under COVID 19 pandemic restrictions in each area. Technical meetings will be recorded and either published on our YouTube channel or broadcast live as webinars depending on the venue.

The Vice President will be taking on coordination of the local events in conjunction with the Area Subcommittee Chairpersons.

### 10.2. New South Wales

We are currently working on two webinars to present as part of technical meeting programme for 2022.

We are also in discussions with a potential sponsor to provide a venue for face-to-face events in the near future.

### 10.3. Victoria / Tasmania

We are currently reviewing potential venues to kick off regular face to face events as well as speakers for a webinar in April.

We are looking at our local membership and plan to engage with them via email to build up interest and involvement by members with their local section.

#### **10.4. Queensland**

- Due to Covid restrictions there have not been any face-to-face engagements with the Queensland Members. The Queensland region has contributed to the monthly webinar series.
- Queensland will kick-off 2022 with a networking session in March 2021, and establishment of a subcommittee and agenda for the year
- The plan for 2022 includes.
  - Regular face to face meetings in a venue to be decided,
  - Promote close cooperation with the other states and National committee,

#### **10.5. Western Australia**

Our plan for 2022 is to encourage interaction between local members by:

- Holding face to face networking and technical meetings
- Potential “Lunch & Learn” style sessions at key industry organisation to promote benefits of AACE and introduce Total Cost Management (TCM) principles and Recommended Practices.

#### **10.6. Other Areas**

Members can propose further Area Subcommittees by petitioning the Board. The minimum requirement is at least 10 local members to petition and the nomination of an Area Subcommittee Chairperson.





