

THE INSTITUTION OF PROFESSIONAL
ENGINEERS NEW ZEALAND

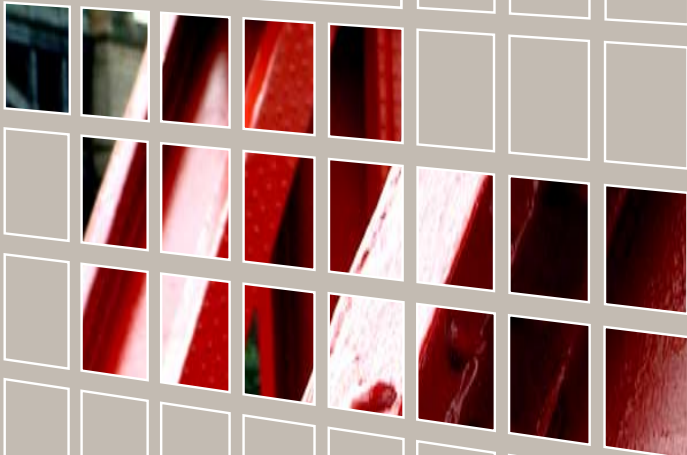
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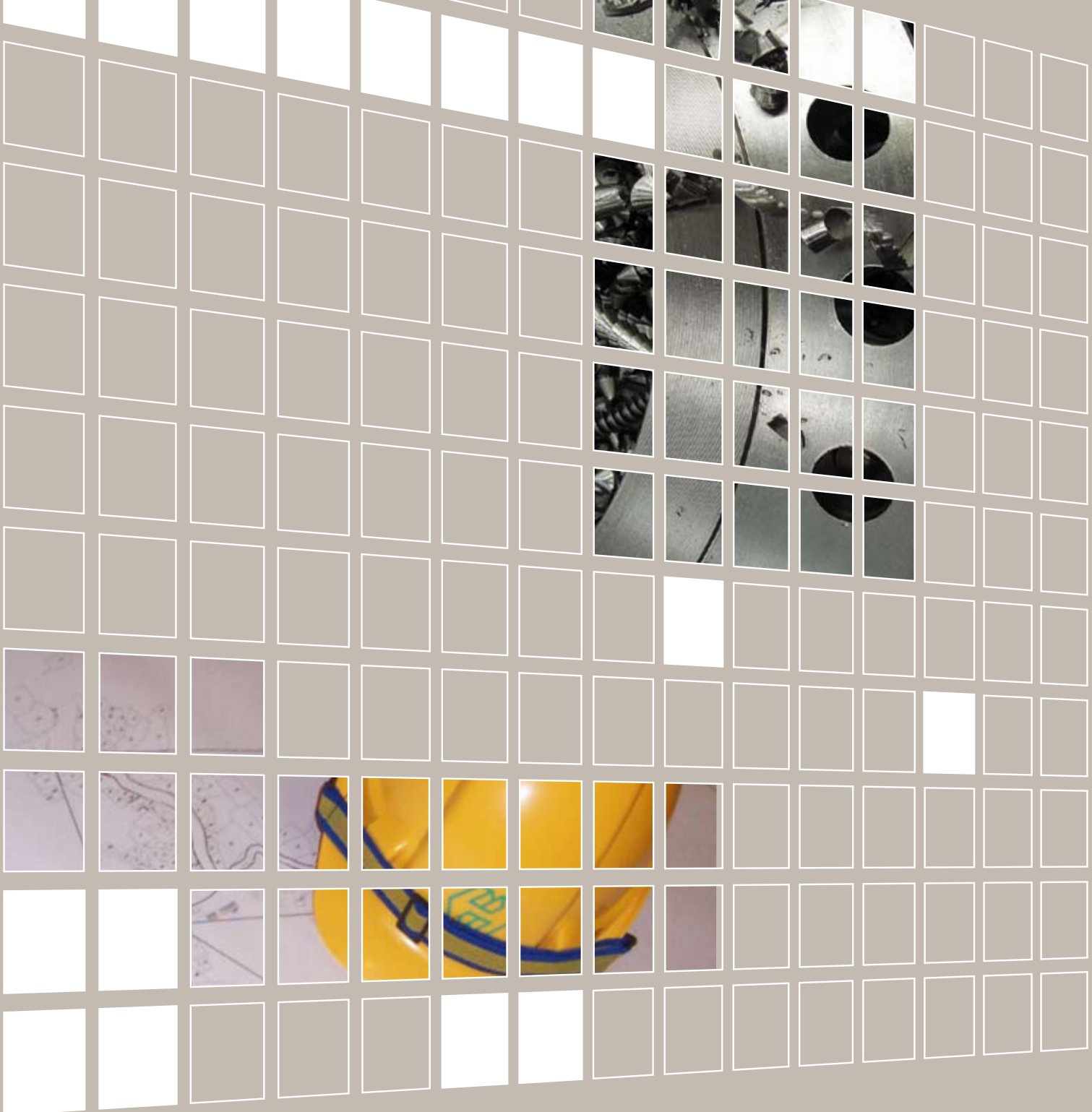
WELLINGTON

NEW ZEALAND

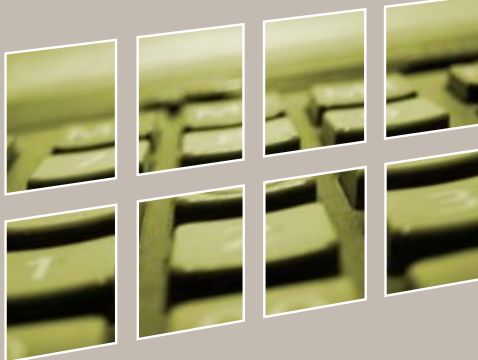
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ANNUAL REPORT 05 05

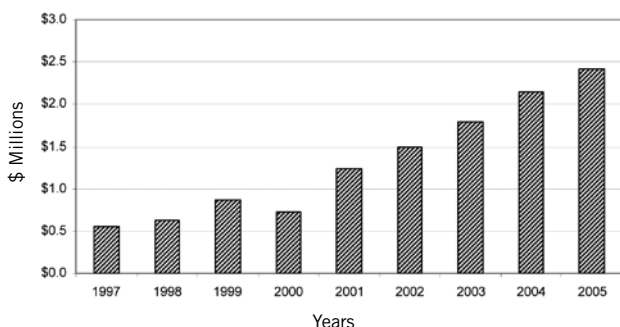


INSTITUTIONAL HEALTH CHECK

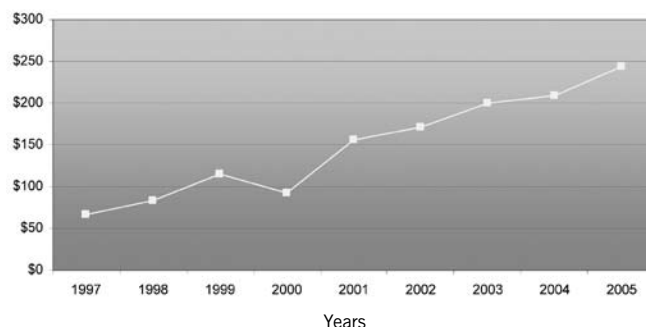
FINANCE

Year	No. of Members	Income (millions)	Operating expenses (millions)	Reserves (millions)	Reserves per Member
				(excluding Technical and Special Interest Groups)	
1997	8319	\$1.971	\$2.665	\$0.554	\$67
1998	7597	\$2.516	\$2.438	\$0.628	\$83
1999	7556	\$2.546	\$2.315	\$0.870	\$115
2000	7904	\$2.473	\$2.314	\$0.724	\$92
2001	7930	\$2.569	\$2.090	\$1.235	\$156
2002	8680	\$2.673	\$2.446	\$1.486	\$171
2003	8972	\$3.335	\$3.115	\$1.793	\$200
2004	10273	\$4.488	\$4.189	\$2.145	\$209
2005	9908	\$5.201	\$4.929	\$2.416	\$244

Total Members' Funds (Reserves)



Members' Funds (Reserves) per Member

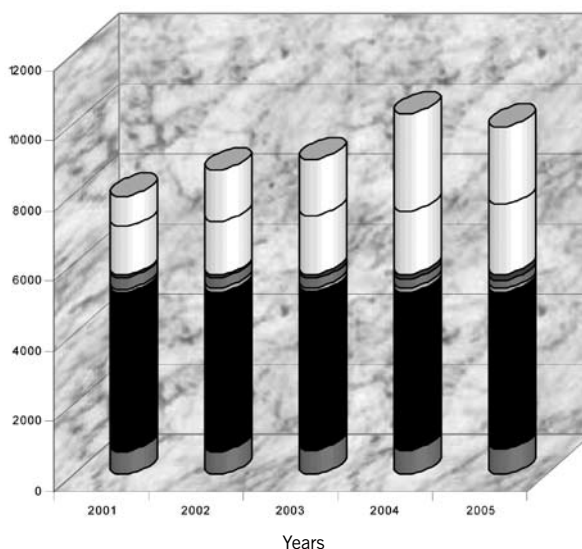


MEMBERSHIP

Membership Class	2001	2002	2003	2004	2005
Distinguished Fellows	21	24	27	31	33
Honorary Fellows	13	14	16	15	14
Fellows	616	624	635	658	667
Professional Members	4530	4535	4533	4487	4473
Technical Members	111	120	119	122	117
Associate Members	336	293	265	250	233
Companions	10	10	13	17	21
Affiliate Members	42	61	89	118	131
Graduate Members	1317	1400	1673*	1808*	2015*
Technologist Graduates	18	60	-	-	-
Associate Graduates	55	74	-	-	-
Student Members	861	1465	1602	2767	2204
TOTAL	7930	8680	8972	10273	9908

* Total Graduate, Technologist Graduate and Associate Graduate Members

No. of Members



■ Fellows
 ■ Technical Members
 ■ Companions & Affiliate Members
 ■ Student Members
 ■ Professional Members
 ■ Associate Members
 ■ Graduate Members

IPENZ WOULD LIKE TO THANK THE FOLLOWING SPONSORS AND SUPPORTERS:

Career Engineer Ltd

Opus International Consultants Ltd

Works Infrastructure Ltd

ALSTOM New Zealand Ltd (now Transfield Services Ltd)

Meridian Energy Ltd

Transpower New Zealand Ltd

Heritage Hotel Management Ltd

Bayview Chateau Tongariro

Rob Law Consulting Group Ltd

Maunsell Ltd

Beca Group of Companies

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OVERVIEW OF ACHIEVEMENTS

Progress against the goals in the Strategic Plan of the Institution.

- 1. Leadership on National and Community Issues** – *to benefit New Zealand by presenting the perspectives of the engineering profession and demonstrating the roles of engineers in achieving national goals.*

A total of 115 media releases resulted in 230 print media clippings, plus reporting and interviews on National Radio on several occasions.

The IPENZ website received an average of 195 visits per day over the last six months of the financial year.

Nine formal public submissions were made in the year ending 30 September 2005 on areas including sustainable energy, freshwater, product stewardship and water efficiency standards. In addition, two discussion documents were prepared to present to the incoming government – *Prosperity through Productivity* and *Engineering a National Energy Strategy*. The procedure for developing key messages was established and key messages on energy were published.

The heritage website has been updated and the database continues to expand. Another engineering heritage site has been recognised with a plaque.

- 2. Competence and Qualification Recognition** – *to ensure that internationally-benchmarked engineering qualifications and competence quality marks are widely recognised and used.*

Obligations as the Registration Authority under the Chartered Professional Engineers Act were met to the satisfaction of the Chartered Professional Engineers Council.

A total of 276 applicants were assessed for competence against the CPEng and MIPENZ initial registration standard, with 267 assessed as competent.

A further 35 engineers were trained as staff or practice area assessors via three training sessions during the year, while refresher training was conducted for all staff assessors.

IPENZ graduate profiles and competence standards formed the basis for exemplars of professional competencies and graduate profiles that were endorsed at the International Engineering Meetings in June, providing further evidence of benchmarking of our standards to international good practice.

Two accreditation visits were undertaken and follow-up activities relating to two previous visits were also completed.

The second edition of the information booklet on quality marks and qualifications in engineering entitled *engineering edge* was published in October 2004 and widely distributed.

Regular interaction with other regulators whose sphere of influence includes engineering was conducted to ensure consistency of approaches and maximum usage of CPEng where appropriate. Correspondence was entered into

with the chief executives of all territorial authorities to provide advice on the benefits of using CPEng in their own risk management procedures, including those under the Building Act.

- 3. Professional Development Support** – *to provide professional development opportunities meeting the needs of Members at all stages of their career.*

The IPENZ short course programme, designed to ensure that all Members in all regions have reasonable access to relevant continuing professional development, approximately doubled in size from the previous year. The programme included a number of courses run collaboratively with Technical Interest Groups and Collaborating Technical Societies, plus a number of in-house courses in response to requests from organisations.

Convention 2005 drew a significantly larger registration than previous similar events, with excellent sessions from high-level speakers on changes in construction, engineers as leaders, and innovations in manufacturing.

The number of Members maintaining their continuing professional development records online through the IPENZ website increased by 10 per cent to 2,240.

The Special Interest Group for Immigrant Engineers was assisted in developing stronger job search support services for their Members.

Thirty-six Fellows, four Distinguished Fellows and one Honorary Fellow were elected, recognising their outstanding contributions as leading engineers in New Zealand.

The annual remuneration survey was conducted online with a record response level of 2,500 returns.

Endorsed Employers increased from 27 to 32 and scheduled reviews were completed for seven participating organisations to confirm that their graduate development programmes continue to meet requirements for endorsement.

- 4. Engineering Practice Support** – *to facilitate the development and recognition of good engineering practices and provide Members with tools that assist them be more effective engineering professionals.*

There were seven nominations of Members to sit on Standards New Zealand Committees.

A Practice Note entitled *Sustainability and Engineers* was published and distributed to Members.

One taskforce was formed to investigate the standard of practice of the fire engineering discipline.

One *engineering trenZ* paper was produced and published on the IPENZ website.

Submissions were made concerning Licensed Building Practitioners, categorisation of buildings for the licensing of building practitioners and the Energy Safety Review Bill.

Six complaints were made against Members this year. Five of these complaints were resolved or dismissed and one

is still under investigation. There were two Investigating Committees formed to investigate complaints made against IPENZ Members. One Disciplinary Committee was formed which resulted in a determination against a Member.

5. Renewal of the Profession – *to inform and enthuse New Zealanders about the benefit of careers in engineering and technology.*

All contractual obligations under the Futureintech contract with New Zealand Trade and Enterprise were fulfilled. An additional three regional co-ordinators have been employed and the six facilitators ran an extended range of activities with schools and teachers to create opportunities for students to learn more about careers in technology, engineering and science.

Futureintech ambassador training has been improved and updated, and the number of industry partners has significantly increased.

The Futureintech website has been regularly reviewed and updated, and visits to the site have increased throughout 2005. A range of publications have been prepared, including a brochure for parents/caregivers, and our work has been featured in a range of industry and education publications.

Another seven VIP projects have run successfully, and marketing initiatives have been put in place, including a radio campaign.

Work on the interim Techlink website contract was completed to the Ministry of Education's satisfaction. A contract for further services has been undertaken.

There has been a significant increase in Neighbourhood Engineers Award activity this year due to promotion by Futureintech facilitators and a growing recognition of the award by technology teachers. All requests for careers information were responded to promptly.

6. Membership Development – *to confirm the mandate as the national representative for the engineering profession by increasing the size and breadth of our Membership.*

The total Membership of the Institution remains close to 10,000, with numbers in the subscription-paying grades growing by about 200. This is about 40 per cent up from the previous three years in which annual increases of about 140 subscription-paying Members occurred.

Student Membership was lower than in 2004, but this reduction was the result of removing non-participating Student Members.

Support was provided to enable the second national Engineering Students' Symposium to be held.

Plans for a Membership marketing initiative in 2006 and 2007 were developed and resources were allocated.

7. Institutional Leadership – *to develop and maintain a relevant strategic plan, Institution Rules and classes of Membership.*

The governing Board met on eight occasions, and consulted

subsidiary organisations via the Branch and Technical Group Forum held in April 2005, resulting in changes to strategy.

Revisions to the IPENZ Rules, the Code of Ethics and Disciplinary Regulations to improve the integrity of procedures used to hear and determine complaints against Members were approved in November 2004.

Elections to the Board, the AGM and associated activities occurred in full compliance with the Rules.

IPENZ completed its contribution to the strategic plan of the World Federation of Engineering Organisations (WFEO). A public policy statement on the role of governments in technical capacity building was prepared for WFEO's capacity building committee, to be used internationally by member organisations.

An access agreement for Institute of Directors courses was negotiated as part of the President's strategic initiative on "engineers as leaders". A public policy document covering the relationship between technical/business skills and labour productivity was researched and prepared for publication in late 2005.

8. Effective Support Systems – *to underpin the provision of high quality services to Members, subsidiary organisations and key external stakeholders by employing staff and operating effective support systems of high integrity.*

New premises, comprising approximately 1,200 square metres at 158 The Terrace, Wellington were leased for a minimum period of six years commencing 1 March 2005. The building was named "Engineers New Zealand" under a naming rights agreement.

National Office staff relocated without visible disruption of services to Members and other stakeholders. The New Zealand Computer Society and Electricity Engineers' Association were engaged as sub-tenants for the ground floor.

All financial records were kept to the satisfaction of the Institution's auditors, and an acceptable level of accuracy maintained in the database records of all Members and registrants.

Reliable electronic and postal communication channels were maintained throughout the year to enable effective communication to Members by National Office, Branches, Technical and Special interest Groups, and Collaborating Technical Societies.

Service levels provided to external clients in respect of database and financial services were of sufficient quality for existing contracts to be continued or renewed.

Underpinning information technology and office support systems were maintained to a commercial level of reliability and capability and within budget.

Income gained from sales of advertising sponsorship and similar activities exceeded the previous year by four per cent, taking the total to \$463,800.

PRESIDENT'S STATEMENT



I am pleased to have been president at a time when the engineering profession is in good shape. Workload is high, jobs are readily available, salaries are rising, returns to consulting practices are good and, in general, the demand for technical resources has not been so high for many years. This

is likely to continue for some time both within New Zealand and internationally as countries compete for competent, professional staff.

Similarly the Institution is in good shape. Our Membership numbers are rising, particularly in Graduate Membership, resignations continue to fall, finances are sound, our goals clarified, and a path set for the immediate future.

However, even in the good times one must prepare for the unexpected and plan for any adverse change. A number of areas have been under consideration this year.

Engineering as a career

My theme for the year has been what might be termed a “call to arms” to our Membership to promote engineering as a career. Statistics from New Zealand universities show the number of graduates from four-year engineering degrees has gradually declined since 1998. These figures are accentuated when the numbers of international students who come here only for education and return to their country for employment are deducted. While graduates normally have several job offers and are currently starting at higher salaries than many other professions such as law and accounting, fewer students are opting for engineering. Clearly the reason is not market-related.

School leavers today are looking for careers that offer variety, reward, teamwork, opportunity and creativity. Students are quick to detect and discard marketing hype about careers. However, the main reasons for choosing engineering are either the influence of a parent, relative or friend, or curiosity about what makes things work, together with a general interest in maths and physics.

In visiting the Branches there is clear evidence that the Membership is promoting engineering. In some cases there is strong support for Neighbourhood Engineers, scholarships, Futureintech ambassadors and special events such as the visit to Christchurch by Dr Jack Bacon NASA systems integration engineer, who introduced engineering to 2,000 school students.

These efforts are encouraging but only the full support of the Membership will achieve the increase in graduates that the profession and the country needs to be able to prosper.

Future-proofing the funds

Another challenging area of ongoing focus is the Institution's

financial health. As Membership subscriptions now cover only 40 per cent of the Institution's activities, the Board has put in place a policy on reserves and introduced budget constraints to limit our exposure to any adverse change in future non-subscription income. At the time of writing, favourable negotiations have started to extend the Futureintech contract for another four years. If this is successful it is anticipated that increases in Membership fees should be held to less than inflation for some time.

Broadening the base

This year the Board revisited the difficult issue of a home for two- and three-year engineering qualifications. There is no doubt that there has been significant change in engineering qualifications – 30 years ago two easily recognised qualifications were offered to students: the Bachelor of Engineering; and the New Zealand Certificate in Engineering. Both graduates and employers knew what the qualifications meant. Now we have a plethora of qualifications, which not only confuses employers but also can disillusion students.

IPENZ has again confirmed that it wants to be the professional membership body of choice for all engineers with two-year qualifications upward. Interestingly there is strong support for this role not only from the Membership but also from industry and government, which hasn't always been the case.

Members are interested in professional recognition and qualification recognition. They become Members of IPENZ to gain professional recognition from their peers, as part of our self-regulated industry. In the same way Chartered Professional Engineer (CPEng) is the most important quality mark in terms of current competence of a professional engineer.

Our responsibility is to protect those brands. While any engineer should not be disadvantaged for life because of their initial qualification they need to clearly demonstrate they have reached the equivalent levels of competency and/or professional standing to be awarded MIPENZ (with or without postnominals) or CPEng. If they don't then there are appropriate levels of current competency and standing, which are now moderated internationally, to recognise their achievements by different quality marks.

We expect to make more progress on this issue in 2006.

Public policy or personal promotion

In the 2003 annual survey, the Members indicated that they wanted the profession to take a stronger leadership role on national and community issues.

The Board, particularly the senior office bearers, and senior IPENZ staff take this role very seriously and in 2004 used Members' funds to increase staff capacity in both public policy and media relations.

To do this well we must have something worthwhile to say and say it clearly and repeatedly in the right places. Before the end of the year IPENZ will launch a second policy paper

called *Prosperity through Productivity*. Such papers are not consensus papers of the Institution Membership but instead explore issues and describe possible outcomes that could develop. We are anticipating that this will receive active consideration by the Prime Minister in the same way that *Growing Smartly* did. We would encourage Branches to consider this document as a possible topic for a Branch meeting.

In the area of responding to submissions either proactively through *Informatory Notes* or reactively by providing comment, the matter has not been so straightforward. Often the Membership is divided on an issue – Members may even hold completely opposite viewpoints and in the end the holder of the pen seems to have considerable sway. It is not easy to make a credible submission with two viewpoints when independent advice is being sought from the profession on matters of national interest or public good. Nor is it easy to placate a Member who has spent considerable effort in preparing a submission and feels frustrated by not being heard. However, I believe we do have a mandate from the Membership to make submissions and, although the public does not expect or seek our viewpoint, IPENZ is growing its credibility amongst government departments by promoting public debate on engineering issues in the community.

Engineering excellence

The inaugural New Zealand Engineering Excellence Awards are to be held in Wellington in November. The gala event is sponsored by a consortium of four partner organisations: Centre for Advanced Engineering; INGENIUM (Association of Local Government Engineering New Zealand Incorporated); Electricity Engineers' Association of New Zealand; and IPENZ, together with support from New Zealand Water and Wastes Association, the IPENZ Foundation, International Institute of Refrigeration New Zealand National Committee and the Institute of Refrigeration, Heating and Air Conditioning Engineers New Zealand.

It is my vision that these will become engineering's most sought-after awards and that the standard will be such that entry will be limited to those qualifying for the finalist stage of other engineering awards.

Good governance

Sustaining the organisation in the long-term is essential. Your Board Members are all volunteers and there is a desire to keep the load reasonable and the cost of governance low. The Board is largely elected and not selected according to skills like a commercial Board. In a period when discretionary time is reducing, finding suitable candidates for the Board is becoming increasingly difficult. My preference is that Members have the option to choose their Board from the widest possible selection and that they take their democratic right seriously.

Similarly the selection of senior office bearers needs to recognise our best people. The four-year commitment, together with any previous time on the Board, is a substantial one for any

person who also holds a senior position in their day job. For this reason some very suitable candidates are deterred from seeking nomination for senior positions.

However, succession planning must be done well and, while this is primarily the responsibility of the Board, I would encourage the full Membership to identify and nominate good candidates.

In my opinion, the matter of governance should be revisited in 2006.

Closing remarks

The Institution survives through Members' voluntary contributions. My estimate is that these volunteers are probably less than 20 per cent of the Membership. However, their support and enthusiasm in demanding roles such as governance, subsidiary Boards, committees, panels, assessors and mentors, keeps the Institution healthy. It is their efforts that provide the Membership with internationally credible standards, practice support and leadership on material and community issues. My special thanks to you all.

I am proud to have been given the opportunity to serve as president in 2005 and am proud to be an engineer.



Roly Frost
President

CHIEF EXECUTIVE'S STATEMENT



On the move

When I wrote last year's Chief Executive's statement, I was sitting with our staff in cramped offices at 101 Molesworth Street, the Institution's home since the 1960s. This year, I have a view over parts of The Terrace from the building known as "Engineers New

Zealand", the Institution's new National Office. We are now firmly in the business district of Wellington, and enjoying the benefits of the change. There are also benefits in having the Electricity Engineers' Association, and the New Zealand Computer Society, with whom we share many interests, so close at hand as sub-tenants.

It has been a pleasure to host many of our Members at the new National Office over the last six months. Many have commented very favourably on the improved working conditions for our staff, but more particularly on the improved professional image we are able to project into both government and business circles. We hope that many more Members will be able to visit our new home during the next IPENZ Convention to be held in Wellington in March 2006.

A milestone passed

During the year under review the Institution's income passed \$5 million for the first time, and we may pass \$6 million in 2005/2006 – a considerable increase from \$2.5 million in 1999/2000. The increase in income comes partly from Membership growth (the subscription-paying Membership has grown by 10 per cent in the last five years) and small subscription rises, but largely from a deliberate programme of diversification. We have developed revenue streams for work programmes that align with our strategy, so that new activity benefits Members without the need for substantial subscription rises. In effect we now spend about \$2.50 per subscription dollar on activities relevant to our strategic plan compared with about \$1.50 per subscription dollar five years ago.

Increasing the size of the business has major benefits, but also some risks. We now rely on income sources that are far less durable than subscription income. Under the direction of the Board we have engaged in a programme of prudent cost control, and sought to build reserves without cutting services. The present reserves are now around \$3 million: about \$2.2 million is National Office reserves, used to secure the Institution as a whole, about \$700,000 is under the jurisdiction of the various Technical and Special Interest Groups, and about \$200,000 is historic reserves under the jurisdiction of Branch Committees. This level of reserves meets the governing Board's expectations, and gives us a small buffer to adjust if non-subscription income becomes

less reliable in the future.

Chartered professional engineer

The Chartered Professional Engineers registration system is now fully operational. This was the first year in which there was a noticeable drop in the number of applications, and our attention was therefore able to turn much more towards achieving recognition of the quality mark amongst end-user communities. The first of these is the regulatory sector, particularly those holding roles under the Building Act, and there is now an increasing awareness and increasingly consistent approach being adopted by territorial local authorities. From time to time, recruitment advertisements list the quality mark as desirable, but there is still work to do to promote the quality mark outside the regulatory sector. The reality is that a small number of staff cannot do this alone. We need Members to actively promote both CPEng (the quality mark of current competence) and MIPENZ (the quality mark of professional standing). National Office is unequivocal in our messages to regulators, although this is not always popular amongst Members; CPEng is promoted as the mark relevant to regulators because its disciplinary procedures are enforceable by law.

International mobility of engineers

During the year we had a major success in the area of international mobility. Exemplars of competence standards and graduate profiles for all professional engineers, engineering technologists and engineering technicians, very much based on our New Zealand standards and profiles, were adopted at the International Engineering Meetings in Hong Kong. We lead the world in this arena – an outstanding achievement by the Institution's working groups that performed this work.

Our persistence and commitment to a long-term vision for the quality marks is slowly paying off. The Washington Accord, which has long included only eight member countries, is likely to reach at least 15 by 2010. The other agreements are also growing slowly in size, and in potential benefit. We are committed to launching the New Zealand section of the International Engineering Technologist (IntET) register as a companion to the International Professional Engineer (IntPE) register in the near future. Through these various agreements New Zealand engineers will find increasing recognition of their qualifications and competence. There won't be miracles overnight, but improvements in the benefits are slowly occurring.

The creation of the IntET register will also assist us to move closer to completing much of the vision of the 1993 *Pathways* document, in which the Institution chose to embrace all those working in engineering from the level of engineering technicians upwards and provide them with meaningful services.

Student Membership

Members will notice that the number of Student Members

seems to have dropped. In the previous year we accepted applications made on behalf of individuals by student societies but in fact some of those individuals had no interest or commitment to our organisation and its values. We now require individual applications, and the slightly smaller number shown on our Membership roll is more accurate. Students are vital to our future strength, and we welcome active participation by the various student societies. It is gratifying to see that our Branches have increased their activities involving students over the last year.

Futureintech and TENZ

Futureintech moved into full swing in January 2005, with the last three facilitators being employed. Until June 2007, when the present funding ends, there will be six technology and science facilitators working in schools throughout the country. Our goal is to promote the value of engineering careers, and not particular tertiary courses. There has been outstanding support from a number of our Members who work with teachers and young people as Ambassadors. I wish to thank those people for their assistance, and their employers for making that contribution possible.

One event that passed without much attention during the year, was Technology Education New Zealand (TENZ) – the society of school technology teachers – joining IPENZ as a Technical Interest Group. Building this relationship will have long term benefits to assist young people; we welcome TENZ and look forward to its participation.

IPENZ Foundation and the Benevolent Society

As we close this year, the IPENZ Foundation finally has all the resources from the previous Benevolent Society. This gives the trustees sufficient resources to fund a reasonable work programme. There were technical issues to address to achieve the final transfer of investments from the Benevolent Society together with a final audit. By the time you read this, the Benevolent Society will be no more.

Branches

This year we chose to use Member funds to actively assist Branches through a branch facilitator. Branch activity has certainly increased, and we had an outstanding series of Pickering Lectures on tsunami risks at a number of Branches. Canterbury Branch gambled on bringing a NASA engineer to New Zealand, with great success.

The new model of Branch budgets being supplied on a “use it or lose it” basis must now be rated a success. The residual Branch funds from the old days of separate Branch subscriptions are considerable, and I encourage Branches to use these funds for the benefit of their Members, or to gift them to the IPENZ Foundation.

Staffing

As is normal in any organisation there are changes of personnel from time to time. During the year in review we grew through the creation of several new positions under

the Futureintech contract with New Zealand Trade and Enterprise. We also received resignations from two senior staff who had significantly contributed to the development of the Institution. Virginia Burton left us after 10 years to take up a position as the manager of occupational licensing, and John Gardiner left after a stay of almost eight years to become determinations manager – both with the Department of Building and Housing. Their new roles still have strong links to engineering and to IPENZ. I am sure that all Members join me in thanking them for their huge contributions and wishing them well in their new roles.

Closing remarks

In spite of our growing staff (now 45) we are still very much a Member-based organisation, reliant on the commitment of dedicated volunteers who share the belief that a strong engineering profession is one that self-regulates in a manner in which both government and employers can be confident. Decisions on matters of ethics, competence and practice standards are set collegially by individuals, acting independently of their employer, and taking into account both the good of the public we serve and the good of the profession as a whole. If asked to estimate the volunteer time commitment to the Institution I typically give a figure of 100 full-time equivalents, about double the staff effort. I thank those volunteers on your behalf for their contributions in roles as diverse as disciplinary committees, competence assessments, public policy statement peer review and running Branch activities – too many to mention individually.

It is my firm belief that the future of the Institution depends on our continuing commitment to the model of a self-regulated profession. If young people entering the profession continue to share that belief and act on it, then professional engineering will have a healthy future. I recently re-read Professor Lloyd Geering’s comments some 20 years ago on professions. He stated that if a profession ceases to be driven by the vision of self-regulation in the pursuit of commitment to public service then it becomes just another occupational group, and increasingly irrelevant in the eyes of society at large. The staff you employ under my leadership remain committed to working on your behalf to maintain engineering as a true profession of which we can all be proud.



Dr Andrew Cleland

Chief Executive

AWARDS

Distinguished Fellows

Distinguished Fellows are Fellows who are distinguished by work in engineering, technology, science or otherwise, whom the Institution decides to honour.

John Blakely
Norman Hardie
Neville Beach
Gretchen Kivell

Honorary Fellow

Honorary Fellows are individuals who are not engineers but are professionally engaged with engineers and have made an outstanding contribution relevant to engineering.

Peter Maire

President's Award

This award acknowledges the achievement of a Member or group of Members who have demonstrated the strength of engineering in its role of public service.

Competency Assessment Board 2002–2004
(Greg Lowe, Richard Haverkamp, Basil Wakelin, Andrew Collow, Alex Sutherland, Rhonda Hill, Sharyn Westlake and Paul Wilson)

Professional Commitment Award

This award acknowledges a Member of the Institution for a continuing contribution to the profession of engineering and to Institution activities.

Roger Dunn

MacLean Citation

The MacLean Citation was established in the memory of Francis MacLean, President of the Institution in 1922, who displayed exceptional devotion to the profession and his fellow engineers. The citation is presented to persons who have rendered exceptional and distinguished service to the engineering profession.

Barry Brown

IPENZ Supreme Technical Awards for Engineering Achievers (Sponsored by Opus International Consultants Ltd)

These biennial awards are New Zealand's premier awards for engineering achievement. The awards aim to encourage and recognise those who have demonstrated excellence and leadership in engineering practice over their careers to the benefit of the engineering profession.

Electrical and Systems

Bryan Leyland

Food, Bioprocess and Chemical

Dr Timothy Dobbie

Utilities and Networks

Anthony Wilson

Building, Construction and Amenities

Professor Michael Pender

IPENZ Student Design Award

(Sponsored by Meridian Energy Ltd)

This award recognises engineering excellence at the student level, and rewards innovation and entrepreneurial potential.

Aaron Jonassen, Andrew Morrison, Jonathan Saunders and Nicola Withington (University of Waikato)

Merit Prizes:

Winston Wickham, Peter Priest and Lance Groves
(University of Waikato)

Kerry (Robert) Smith and Jonas Hoffmann-Vocke
(University of Waikato)

FELLOWS, LIFE MEMBERS, OBITUARIES

Fellows Elected

RH Archer
RB Armstrong
RP Blakemore
IH Bone
MA Breckon
JR Bridgman
DA Chapman
JM Clark
DM Clucas
P Cockbain
N Crauford
R Craven
RN Croad
T David
WP Donnelly
R Feasey
J Foster
PML Geddes
JC Gleadow
MJ Haydon
GM Henderson
GR Jackson
TJ Keals-Smith
M Maylin
AJ McMaster
JL Morrison
TR Neitzert
RJ Park
AH Paterson
AT Penny
ND Shearer
WG Stewart
JE Swan
DJ Turner
JL Walley
B Weinstein
DR Young

Life Members Elected

(50 years' Membership)

J Foster
JL Fulton
RG Gussey
PG Lowe
TJ Makinson
RJ Meagher
EJ Perry
T Russell
PW Schon
LJ Stewart
PA Thomson
TJ Williams

Obituaries

R Atkins FIPENZ (Wanganui)
GW Bird MIPENZ (Waikato/Bay of Plenty)
AG Bogle DistFIPENZ (Auckland)
AC Callender MIPENZ (Auckland)
B Champaneri GIPENZ (Auckland)
RJ Dawson FIPENZ (Auckland)
ET Driscoll FIPENZ (Manawatu)
T L Fancourt MIPENZ (South Canterbury)
WE Fisher MIPENZ (United States)
M L Gadd FIPENZ (Canterbury)
B Gover MIPENZ (China)
JH Henley MIPENZ (Hawkes Bay)
PL Holloway FIPENZ (Tauranga)
ER Ireland FIPENZ (Wellington) (Past President)
JC James AIPENZ (Wanganui)
LS James MIPENZ (Wellington)
JT Just MIPENZ (Waikato/Bay of Plenty)
HJF Kennedy MIPENZ (Wellington)
SGW Long MIPENZ (Australia)
AT Mitchell CompIPENZ (Wellington) (former Chief Executive)
R Park DistFIPENZ (Canterbury)
S Patient FIPENZ (Auckland)
DH Roberts MIPENZ (Waikato/Bay of Plenty)
DJ Shanks MIPENZ (United Kingdom)
RP Smith HonFIPENZ (Canterbury)
PJ Spackman MIPENZ (Australia)
AND Stephen MIPENZ (Bangkok)
DH Whyte FIPENZ (Hawkes Bay)
JM Williams FIPENZ (Auckland)
A Wood MIPENZ (Auckland)

ACHIEVEMENTS – NATIONAL OFFICE

Code 010
Description Engineering practice leadership
Manager Charles Willmot / Andrew Clark

Performance Indicator

IPENZ identifies emerging engineering practice issues and develops plans to deal with such issues in an authoritative manner.

Achievements

The Engineering Practice Board met six times during the year and developed and monitored a prioritised work plan. The Engineering Practice Forum was held in April to get stakeholders' views of priorities.

Budgeted Staff Hours	600	Budgeted Expenses	\$26,000	Budgeted Income	\$5,000
Actual Staff Hours	948	Actual Expenses	\$20,664	Actual Income	\$0

Code 020
Description Engineering practice advice to Members and the public
Manager Andrew Clark

Performance Indicator

Timely and accurate engineering practice advice is given to Members and the public.

Achievements

Advice has been provided as requested. Common enquiry types were members of the public wanting to contact an engineer, overseas engineers requiring information on New Zealand's regulatory environment, and territorial local authorities' policies on adoption of CPEng. Assisted OSH to identify engineers to carry out assessment of rollover cages and amusement devices.

Budgeted Staff Hours	270	Budgeted Expenses	\$3,000
Actual Staff Hours	230	Actual Expenses	\$0

Code 030
Description Engineering practice standards and guidance documents
Manager Andrew Clark

Performance Indicator

Members have access to a comprehensive and up-to-date range of codes of practice and standards to support them in developing effective engineering solutions.

Achievements

Seven Members were nominated to sit on Standards New Zealand Committees. One Practice Note *Sustainability and Engineers* was published and distributed to Members. A taskforce on the standard of practice of the fire engineering discipline was formed and progress made towards developing guidelines to improve practice.

Budgeted Staff Hours	810	Budgeted Expenses	\$62,000	Budgeted Income	\$5,000
Actual Staff Hours	298	Actual Expenses	\$8,039	Actual Income	\$517

Code 040
Description Engineering practice regulatory environment
Manager Charles Willmot/Andrew Clark

Performance Indicator

New Zealand has a regulatory environment which is supportive of effective, efficient, ethical and innovative engineering practice.

Achievements

The review of five discussion documents was facilitated, four issued by the Department of Building and Housing and one issued by Land Transport Safety Authority. Three submissions were made concerning Licensed Building Practitioners, categorisation of buildings for the licensing of building practitioners and the Energy Safety Review Bill.

Budgeted Staff Hours	510	Budgeted Expenses	\$1,000
Actual Staff Hours	217	Actual Expenses	\$34

Code 060
Description Access to engineering knowledge
Manager Charles Willmot

Performance Indicator

Members have improved access to a wide range of engineering practice knowledge.

Achievements

One *engineering treNZ* paper was produced and published on the IPENZ website. Three bimonthly newsletters for process and chemical, mechanical and electrical engineering disciplines were planned to begin production in the 2005/2006 year.

Budgeted Staff Hours	270	Budgeted Expenses	\$3,000
Actual Staff Hours	57	Actual Expenses	\$368

Code 080
Description IPENZ Awards for Excellence
Manager Charles Willmot

Performance Indicator

Leading contributors to the development of engineering practice are recognised through the giving of IPENZ awards for technical excellence.

Achievements

All awards were judged according to rules and guidelines. Awards were made in four categories of the Supreme Awards for Technical Achievers. Also awarded were the Professional Commitment Award, MacLean Citation and President's Award at Convention 2005.

Previously used titles for awards were assigned to existing awards portfolio for use commencing 2006.

Budgeted Staff Hours	150	Budgeted Expenses	\$18,000
Actual Staff Hours	275	Actual Expenses	\$19,724

Code 090
Description Ethics and complaints
Manager Charles Willmot

Performance Indicator

Members and the public have confidence that IPENZ deals with complaints against Members in a manner that upholds high ethical and competence standards, and deals effectively with any unacceptably poor performers.

Achievements

The disciplinary manual is undergoing development and is approximately 85 per cent complete. There were six new complaints made against Members this year. Five of these were resolved or dismissed and one is still under investigation. There were two Investigating Committees formed to investigate complaints and one Disciplinary Committee determined against a Member.

Budgeted Staff Hours	405	Budgeted Expenses	\$25,000
Actual Staff Hours	812	Actual Expenses	\$5,908

Code 100
Description Leadership in qualification and competence recognition
Manager Brett Williams

Performance Indicator

IPENZ provides leadership in identifying and promoting solutions to national issues affecting engineering education and competence standards.

Achievements

The Standards and Accreditation Board operated effectively throughout the year, meeting five times. Good engagement was achieved with key education stakeholders with successful workshops in March and May 2005. With the support of stakeholders, and following initial discussions with the Tertiary Education Commission (TEC), IPENZ submitted a business case to TEC seeking a prioritised portfolio analysis of the engineering education sector.

ACHIEVEMENTS – NATIONAL OFFICE CONTINUED

IPENZ made two submissions to TEC on the Performance-Based Research Fund (PBRF) assessment criteria and four IPENZ nominees were appointed to the PBRF Review Panel for Engineering, Technology and Architecture.

Budgeted Staff Hours	420	Budgeted Expenses	\$21,000
Actual Staff Hours	633	Actual Expenses	\$5,521

Code	110
Description	Educational and professional practice standards development
Manager	Brett Williams

Performance Indicator

Through a process of ongoing review and development, IPENZ education and competence standards and associated policies and procedures continue to reflect best international practice.

Achievements

The IPENZ accreditation manual was revised in consultation with the New Zealand Council of Engineering Deans. IPENZ contributed significantly to the development of international exemplars to define graduate profiles and professional competence standards, which were approved at the International Engineering Meetings in Hong Kong in June 2005. Initial discussions were held with IRHACE, Roding New Zealand and the Fire Protection Association over the potential to develop industry partnerships to support current competence registers for engineering technologists and technicians. IPENZ participated in the review of National Diploma qualifications in the mechanical, electrical and civil areas.

Budgeted Staff Hours	540	Budgeted Expenses	\$9,000
Actual Staff Hours	193	Actual Expenses	\$838

Code	120
Description	International agreements to benchmark standards
Manager	Brett Williams

Performance Indicator

New Zealand engineering education and competence standards match or lead international best practice through IPENZ acting as the New Zealand signatory to a range of international agreements.

Achievements

IPENZ was represented at, and demonstrably met our obligations under, the Washington and Sydney Accords, APEC, Engineer Mobility Forum and Engineering Technologist Mobility Forum agreements, during the International Engineering Meetings 2005 in Hong Kong. Successfully completed an interim review of IPENZ's recognition under the Washington Accord and a virtual review under the APEC Engineer agreement.

Budgeted Staff Hours	465	Budgeted Expenses	\$41,000	Budgeted Income	\$80,000
Actual Staff Hours	623	Actual Expenses	\$25,102	Actual Income	\$72,309

Code	130
Description	Accreditation implementation
Manager	Brett Williams

Performance Indicator

IPENZ accreditation of engineering education programmes are conducted according to approved accreditation policies and procedures.

Achievements

The programme of accreditation visits for 2005 progressed according to schedule. Visits to Massey University and Manukau Institute of Technology were conducted, while visits to the University of Auckland and Christchurch Polytechnic Institute of Technology have been planned for November and December 2005. An accreditation visit to UNITEC was deferred until 2006 to coincide with a visit by the New Zealand Qualifications Authority.

Budgeted Staff Hours	375	Budgeted Expenses	\$34,000	Budgeted Income	\$30,000
Actual Staff Hours	465	Actual Expenses	\$20,509	Actual Income	\$19,607

Code 140
Description Competence assessment at entry level
Manager Jeff Wastney

Performance Indicator

IPENZ maintains and implements relevant, rigorous and credible assessment processes and approval systems, on behalf of the engineering profession in New Zealand, for entry to a range of competency-based Membership classes and registers.

Achievements

A total of 267 applications were approved. There were five applications withdrawn and nine declined. There have been no appeals of assessment decisions. Overall, applications from previously assessed candidates were less than budgeted (135 against a budgeted figure of 400). Refresher training sessions were held for existing staff assessors in December 2004 and February 2005. Nine new staff assessors were recruited and trained. Two training sessions for practice area assessors were held during the year.

Budgeted Staff Hours	3345	Budgeted Expenses	\$202,000	Budgeted Income	\$292,000
Actual Staff Hours	3260	Actual Expenses	\$127,425	Actual Income	\$170,686

Code 150
Description Competence assessment for continued recognition
Manager Jeff Wastney

Performance Indicator

IPENZ maintains and implements relevant, rigorous and credible current competence assessment processes and approval systems, on behalf of the engineering profession in New Zealand for continuance on the CPEng, IntPE registers and IPENZ Practice College.

Achievements

Current registration assessments were initiated for two CPEng registrants. A review of the current competence assessment process, portfolio of evidence requirements and associated advice to registrants was initiated in preparation for the increased workload in this area from 2007.

Budgeted Staff Hours	135	Budgeted Expenses	\$3,000	Budgeted Income	\$5,000
Actual Staff Hours	78	Actual Expenses	\$600	Actual Income	\$1,000

Code 160
Description CPEng system operation
Manager Jeff Wastney

Performance Indicator

IPENZ fulfils its functions as the Registration Authority for chartered professional engineers, under the Chartered Professional Engineers Act 2002 by ensuring systems and procedures comply with the CPEng Rules and are administered effectively.

Achievements

Minor changes to CPEng Rules were completed in December 2004 and changes to CPEng fees (and associated changes to CPEng Rules) were approved in August following a period of consultation. During the year, three engineers were removed from the register for non-payment of fees and another 16 were removed at their own request. A further 23 engineers' registrations were placed in abeyance for non-payment of fees, with a further three requesting voluntary abeyance. The annual report to the CPEng Council was produced in accordance with legislative requirements. The CPEng Council's Annual Report on the Performance of the Registration Authority concluded that IPENZ fulfilled its obligations under the Chartered Professional Engineers of New Zealand Act during the period under review.

A pamphlet was produced setting out the application process for CPEng.

Budgeted Staff Hours	960	Budgeted Expenses	\$65,000	Budgeted Income	\$155,000
Actual Staff Hours	1446	Actual Expenses	\$85,750	Actual Income	\$144,722

ACHIEVEMENTS – NATIONAL OFFICE CONTINUED

Code 170
Description Information on competence and qualification recognition
Manager Brett Williams / Jeanette van Barneveld

Performance Indicator

Engineers in New Zealand are informed, through a range of communication strategies, of the IPENZ competence standards and associated Membership classes and registers and the application processes.

Achievements

Over 30 in-house and regional seminars were held during the year. These ranged from “Road to Professional Competence” to “How to apply for CPEng” for previously assessed applicants and working with graduates and their mentors within Endorsed Employer organisations. A presentation on available quality marks and IPENZ Membership classes was given at the SENS Symposium; staff ran information booths at the University of Canterbury and University of Auckland Careers Expos, INGENIUM conference and Convention.

Budgeted Staff Hours	1710	Budgeted Expenses	\$23,000
Actual Staff Hours	1025	Actual Expenses	\$8,794

Code 180
Description Competence and qualification brand promotion
Manager Jeanette van Barneveld

Performance Indicator

Regulators, purchasers of engineering services and employers of engineering professionals understand the competency-based registers and IPENZ Membership classes and see them as a valid way to identify, classify and quality-mark competent engineering practitioners.

Achievements

Work continued with the Department of Building and Housing (DBH) to have CPEng recognised as part of the licensing requirements for territorial authorities under the Building Act. IPENZ was represented on DBH working groups to establish draft licensing criteria for Licensed Building Practitioners.

Wider promotion of Membership classes and CPEng as quality marks continued as an integral part of regional and in-house seminars and visits undertaken by staff. Visits to employers were used to encourage the use of CPEng/MIPENZ to promote the quality of their staff to purchasers of their engineering services. *A Guide to Graduate Membership* pamphlet was developed. Another pamphlet under development is aimed at recruitment agencies and human resources staff and sets out the value of IPENZ Membership classes and registers when recruiting engineers.

Budgeted Staff Hours	1455	Budgeted Expenses	\$33,000
Actual Staff Hours	336	Actual Expenses	\$2,001

Code 190
Description Recognition of higher level competence/contribution
Manager Andrew Cleland

Performance Indicator

High levels of achievement or service by engineering professionals are recognised by their peers through election to IPENZ Fellowship or the giving of Institutional awards.

Achievements

A total of 37 Fellows, one Honorary and four Distinguished Fellows, and seven Companions were elected in March 2005 according to Institution Rules. Nominations were made for: Standards New Zealand (two); Land Transport New Zealand (one); Crown Research Institute boards (10); Energy Efficiency and Conservation Authority (three); Building Practitioners Board (three); Electrical Workers Registration Board (one); Marsden Fund Council (four); Department of Building and Housing Chief Executive’s Advisory Board (five); and Building Research Board (one). Over 10 candidates are known to have been successful. One Queen’s Birthday Honours candidate was supported with success. Five other Members received Queen’s Birthday or New Year Honours. One 2006 New Year Honours nomination was made and two others supported.

Budgeted Staff Hours	330	Budgeted Expenses	\$4,000
Actual Staff Hours	299	Actual Expenses	\$745

Code 200
Description Professional development general
Manager Sharon Wagg / Jeanette van Barneveld

Performance Indicator

IPENZ Members recognise the value of life-long planning and commit to participate in professional development activities as a means of maintaining and enhancing their competence.

Achievements

A Professional Development Framework was developed recognising five career stages and the nature of support services to be provided by IPENZ at each stage. Roll-out into specific programmes commenced.

Budgeted Staff Hours	300	Budgeted Expenses	\$4,000
Actual Staff Hours	192	Actual Expenses	\$0

Code 210
Description IPENZ Endorsed Employers
Manager Jeanette van Barneveld

Performance Indicator

The IPENZ Endorsed Employer quality mark is increasingly sought after by employers of engineers and results in greater investment by industry in engineering graduate training and development and the benchmarking to the IPENZ competency standards.

Achievements

Nineteen organisations were visited in response to requests for information on the Endorsed Employer programme. There were five successful applications for Endorsed Employer status and scheduled reviews were completed for seven Endorsed Employer organisations.

Budgeted Staff Hours	750	Budgeted Expenses	\$12,000
Actual Staff Hours	212	Actual Expenses	\$2,563

Code 220
Description Professional development information services
Manager Brett Williams

Performance Indicator

IPENZ professional development information services are used and valued by most Members.

Achievements

The 2005 IPENZ Remuneration Survey attracted nearly 2,500 respondents. Survey responses were analysed in-house for the first time. The IPENZ Events Calendar was maintained and individual requests from Members for advice on employment-related matters continued to be responded to efficiently. An agreement was reached with the Institute of Directors (IoD), providing IPENZ Members with discounted rates on IoD membership and professional development courses.

Budgeted Staff Hours	615	Budgeted Expenses	\$15,000	Budgeted Income	\$2,000
Actual Staff Hours	84	Actual Expenses	\$1,733	Actual Income	\$4,375

Code 230
Description Professional development services and support
Manager Jeanette van Barneveld

Performance Indicator

Members use the self-managed professional development, mentoring, recording and monitoring services provided by IPENZ.

Achievements

A series of graduate development seminars were well-attended and well-received by participants. Graduate Members continued to make use of the IPENZ service to provide feedback on work history and CPD records. Closer liaison between staff and

ACHIEVEMENTS – NATIONAL OFFICE CONTINUED

staff assessors enhanced the quality of feedback provided to Members. Individual requests from Members for professional development advice were answered.

Budgeted Staff Hours	1005	Budgeted Expenses	\$1,000
Actual Staff Hours	532	Actual Expenses	\$350

Code 240
Description Professional development quality marking systems
Manager Jeff Wastney

Performance Indicator

Members regularly use the quality marking of externally-provided professional development services as a means for evaluating their relevance and quality.

Achievements

Evaluation of a small number of applications for CPD accreditation has continued in accordance with current policy.

Budgeted Staff Hours	135	Budgeted Expenses	\$0	Budgeted Income	\$0
Actual Staff Hours	26	Actual Expenses	\$0	Actual Income	\$900

Code 250
Description Fee-paying professional development programmes
Manager Sharon Wagg

Performance Indicator

The professional fee-paying development courses provided by IPENZ under the Enhancing Engineering Competence (EEC) brand are utilised by Members as a primary means of maintaining and further developing their competence.

Achievements

There was a significant increase (300 per cent) in participation levels by Members and non-members in the short course programme compared to the previous year. Net income targets for the year were exceeded. Greater market penetration has been achieved by establishing relationships with Collaborating Technical Societies, other professional bodies, and Endorsed Employers for in-house courses.

Budgeted Staff Hours	1345	Budgeted Expenses	\$192,000	Budgeted Income	\$254,000
Actual Staff Hours	1389	Actual Expenses	\$145,185	Actual Income	\$243,369

Code 270
Description Support for groups with specialised needs
Manager Jeanette van Barneveld

Performance Indicator

Members with special needs are supported through facilitating the development of relevant communities of interest or Special Interest Groups.

Achievements

Preparatory work was undertaken on the development of a "Women in Engineering" project plan to be written ready for Convention 2006. Staff worked to support an Immigrant Engineers group initiative to develop a database of current Member CVs to enhance job search prospects in a New Zealand context.

Budgeted Staff Hours	165	Budgeted Expenses	\$12,000
Actual Staff Hours	47	Actual Expenses	\$2,075

Code 300
Description *e.nz magazine*
Manager Letticia Dodson / Jade McCaig

Performance Indicator

e.nz magazine is viewed as New Zealand's leading authoritative journal covering innovative engineering and technology projects of significant achievement.

Achievements

Our flagship publication continues to meet its charter with all issues distributed on time. Additional effort to improve content and design has been rewarded with positive Member feedback. Competition for advertising space has also increased – often directly attributable to advertisers also recognising these improvements.

Budgeted Staff Hours	1980	Budgeted Expenses	\$227,000
Actual Staff Hours	2123	Actual Expenses	\$176,333

Code	320
Description	Electronic newsletters
Manager	Leticia Dodson / Jade McCaig

Performance Indicator

engineering direct is valued by the profession for providing up-to-the-minute news across the range of Membership services and advertising of relevant professional development and career and other service opportunities.

Achievements

Issues have been distributed on time, delivering the latest news and information to our Members. Member feedback was supportive of the way the publication is organised.

Budgeted Staff Hours	900	Budgeted Expenses	\$0
Actual Staff Hours	985	Actual Expenses	\$1,100

Code	340
Description	<i>engineering dimension</i>
Manager	Leticia Dodson/Jade McCaig

Performance Indicator

engineering dimension is valued by Members as their primary source of information on institutional activities and gives Members confidence in the activities of the Institution conducted on their behalf.

Achievements

Issues continue to meet their charter and were delivered on time. Efforts have been made to increase Member readership by sourcing interesting copy and increasing the “readability” of content. The release of the new look – streamlined, contemporary, and more professional has generated a renewed interest within the Membership.

Budgeted Staff Hours	780	Budgeted Expenses	\$75,000
Actual Staff Hours	718	Actual Expenses	\$76,124

Code	370
Description	Convention (without Awards dinner)
Manager	Kavita Kansara

Performance Indicator

The annual IPENZ convention is recognised and supported by a wide range of Members as a key networking event with a relevant and informative programme.

Achievements

A successful Convention was held in Auckland, with 65 full delegates, 154 day delegates and 53 student delegates. Two hundred and eighteen individuals attended the Fellows' and Achievers' Dinner and 61 individuals attended the AGM. The theme for Convention in 2006 is Vision 20/20 and planning is up to date.

Budgeted Staff Hours	1425	Budgeted Expenses	\$109,000	Budgeted Income	\$45,000
Actual Staff Hours	1801	Actual Expenses	\$95,849	Actual Income	\$52,197

ACHIEVEMENTS – NATIONAL OFFICE CONTINUED

Code 380
Description Internet communications and infrastructure
Manager Dale Cooper

Performance Indicator

The IPENZ website is a key information resource for Members and wider stakeholders, and allows them discretionary opportunities to select and purchase services or interact with other members of the IPENZ family.

Achievements

Visitor numbers increased by 30 per cent over the previous year. A number of improvements were commissioned including:

- a completely rebuilt Jobhunt site with greater interactive capability
- e-commerce transactions for a wider range of functions
- new Member-only features

Additionally, four Technical Interest Group sites moved to hosting by National Office and internet speed was enhanced to assist system response.

Budgeted Staff Hours	3000	Budgeted Expenses	\$10,000	Budgeted Income	\$0
Actual Staff Hours	2688	Actual Expenses	\$2,028	Actual Income	\$1,500

Code 430
Description Branch facilitator/Pickering Lecture
Manager Brett Williams

Performance Indicator

A branch facilitator is employed to work with Branches to assist them in their operations, and to facilitate communication with Branches and their Members.

Achievements

A branch facilitator position was established during the year, and the overall level of Branch activity increased (see Branch reports). Branch officers were provided with updated procedures manuals containing current information on administrative processes. The quality of Branch newsletters has been improved and circulation of individual Branch newsletters to all Branch officers has facilitated a better flow of information, with Branches becoming increasingly aware of what other Branches are doing. The Pickering Lecture Series on tsunami was delivered in six Branches with typical attendances of at least 100.

Budgeted Staff Hours	2355	Budgeted Expenses	\$20,000
Actual Staff Hours	1590	Actual Expenses	\$15,188

Code 440
Description Operational support to Technical and Special Interest Groups
Manager Jenny Ang

Performance Indicator

Administrative support is provided to Technical and Special Interest Groups on a cost-recovery basis so that they can provide services to their members in an effective and efficient manner.

Achievements

A training and feedback session was held in April 2005 for officers of Technical and Special Interest Groups. A new operations manual was also distributed outlining how the groups need to operate to meet legal requirements etc. Service agreements with the respective groups have been met.

Budgeted Staff Hours	810	Budgeted Expenses	\$0,000	Budgeted Income	\$3,500
Actual Staff Hours	942	Actual Expenses	\$1,736	Actual Income	\$0

Code 470
Description Operational support to Collaborating Technical Societies and Kindred Groups
Manager Jenny Ang

Performance Indicator

Well-managed and effective contracted services are maintained with organisations whose needs can be met in a manner that is consistent with IPENZ's own internal service requirements.

Achievements

Training and manual developments described in Project 440 also covered the Collaborating Technical Societies serviced by National Office. Staff met with officers of most Collaborating Technical Societies to ensure their service needs are being met. Newsletters and administration services provided to five groups as per service agreements were met, with little negative and some positive feedback.

Budgeted Staff Hours	810	Budgeted Expenses	\$0	Budgeted Income	\$3,500
Actual Staff Hours	905	Actual Expenses	\$0	Actual Income	\$500

Code	500
Description	IT systems and support
Manager	Brian Rumbelow

Performance Indicator

Stakeholders can communicate reliably and effectively with National Office using electronic communication tools in wide commercial use.

Achievements

All IT support systems were maintained with a high level of reliability and security. Network speed upgrade completed and new desktops, laptops, LCD screens and printers rolled out successfully as part of a rolling replacement programme. Anti-virus and firewall software have been kept up to date for National Office including the software licensing agreements. Full backups were maintained.

Budgeted Staff Hours	1455	Budgeted Expenses	\$129,000
Actual Staff Hours	2336	Actual Expenses	\$142,011

Code	510
Description	Membership record system development (Database)
Manager	Brian Rumbelow

Performance Indicator

The software functionality underpinning the Membership record system is maintained and further developed to support existing activities and new initiatives.

Achievements

Overall database software and data quality were maintained by purchase of a number of enhancements from the software developer. Scoping and prioritisation of new features was undertaken.

Budgeted Staff Hours	2265	Budgeted Expenses	\$70,000
Actual Staff Hours	985	Actual Expenses	\$74,540

Code	530
Description	Identity record creation and maintenance
Manager	Alison Underwood

Performance Indicator

Accurate records are created and maintained for all IPENZ Members and other stakeholders.

Achievements

Records are being maintained and managed in a timely manner. Work continues to improve data integrity by eliminating bad records. All changes in Member details were entered with a high level of accuracy.

Budgeted Staff Hours	4545	Budgeted Expenses	\$35,000	Budgeted Income	\$2,200,000
Actual Staff Hours	3917	Actual Expenses	\$38,118	Actual Income	\$2,261,614

ACHIEVEMENTS – NATIONAL OFFICE CONTINUED

Code 540
Description Finance system development
Manager Jenny Ang

Performance Indicator

A modern financial accounting system is maintained and further developed to support existing activities and new initiatives.

Achievements

An independent review by a Chartered Accountant was undertaken. Some suggested process improvements have been implemented. The decision to replace or improve the current system has been deferred until next year.

Budgeted Staff Hours	825	Budgeted Expenses	\$28,000
Actual Staff Hours	55	Actual Expenses	\$12,000

Code 550
Description Office administration
Manager Alison Underwood

Performance Indicator

Staff accommodation, office equipment and consumables befitting the professional image of IPENZ and meeting the needs of its staff are deployed.

Achievements

Premises of 1,200 square metres were leased at 158 The Terrace for a minimum of six years. Fit-out requirements were specified and the fit-out supervised. The scheduled movement of staff occurred without disruption of services to Members. Approximately 250 square metres of space was sublet to the New Zealand Computer Society and Electricity Engineers' Association.

Building signage was installed to take advantage of naming rights. Progressive replacement of furniture continued. Purchase of consumables was managed cost-effectively.

Budgeted Staff Hours	6135	Budgeted Expenses	\$653,000	Budgeted Income	\$208,000
Actual Staff Hours	7674	Actual Expenses	\$621,033	Actual Income	\$280,495

Code 560
Description Staff leave provisions
Manager Alison Underwood

Performance Indicator

Staff leave entitlements are met.

Achievements

Staff took leave as required.

Budgeted Staff Hours	10350
Actual Staff Hours	9355

Code 570
Description Human resource infrastructure
Manager Jenny Ang

Performance Indicator

Staff are well-supported and have the opportunity to develop their skills and career aspirations in the IPENZ environment.

Achievements

Development of a revised performance management system has been completed. Staff seeking professional development are being assisted on a case by case basis. Ergonomic reviews were performed for all new staff. Ten staff were replaced during the year ending 30 September 2005.

Budgeted Staff Hours	6120	Budgeted Expenses	\$77,000
Actual Staff Hours	3666	Actual Expenses	\$90,416

Code 580
Description Contracted services provision
Manager Jenny Ang

Performance Indicator

Well-managed and effective contracted services are maintained with organisations whose needs can be met in a manner that is consistent with IPENZ's own internal service requirements.

Achievements

Service requirements under contracts with Cadastral Surveyors Licensing Board, Technology Education New Zealand conference, IPENZ Benevolent Society, IPENZ Foundation and Institution of Electrical Engineers (UK) were fully met in a timely and efficient manner. The Hume Fellowship and Earle Fellowship were advertised and assistance in adjudication provided. Stage one of the Growth and Innovation Pilot Initiative contract with TEC was completed and the second stage is nearing 50 per cent completion with all contractual obligations met. Obligations under a multi-year contract with Ministry of Education to provide web services for Techlink were also fully met.

Budgeted Staff Hours	1385	Budgeted Expenses	\$173,000	Budgeted Income	\$320,000
Actual Staff Hours	1525	Actual Expenses	\$48,513	Actual Income	\$208,173

Code 610
Description Media
Manager Michelle Duffy

Performance Indicator

Through a media programme, profile IPENZ as an institution of excellent reputation, and promote the contribution that professional engineers, Members and IPENZ makes to the sustainable social, economic and environmental outcomes of New Zealand.

Achievements

A programme of outgoing media releases was maintained with take-up rates typically 20–30 per month. Major publicity achieved for Pickering Lectures on tsunami.

Budgeted Staff Hours	825	Budgeted Expenses	\$8,000
Actual Staff Hours	860	Actual Expenses	\$2,380

Code 620
Description Enquiries on technology and engineering-related issues.
Manager Michelle Duffy

Performance Indicator

Handling enquiries about technology and engineering-related issues.

Achievements

All enquiries received from members of the public have been handled sympathetically, and where possible help given.

Budgeted Staff Hours	285	Budgeted Expenses	\$0
Actual Staff Hours	12	Actual Expenses	\$0

Code 640
Description Leadership on national and community issues
Manager Charles Willmot

Performance Indicator

IPENZ contributions on national and community issues with major engineering and technological significance are taken up and used by others in relevant policies and strategies.

Achievements

Nine formal submissions were made in 2005 including sustainable energy, freshwater, product stewardship and water efficiency standards. Two discussion documents *Prosperity through Productivity* and *Engineering a National Energy Strategy* were developed

ACHIEVEMENTS – NATIONAL OFFICE CONTINUED

for public release in late 2005. A procedure for developing key messages was established. After consultation with Members key messages on energy were finalised and published.

Budgeted Staff Hours	1860	Budgeted Expenses	\$28,000
Actual Staff Hours	1720	Actual Expenses	\$22,271

Code 650
Description Recording and recognition of New Zealand's engineering heritage
Manager Megan Rodden

Performance Indicator

The vital contributions of engineers to the historical and ongoing development of New Zealand are recognised, and recorded in a manner accessible to all New Zealanders.

Achievements

The heritage website was brought online and is attracting many visits. Work continues on the biographies of retired engineers. The National Engineering Heritage Committee continues to meet every two months. Requests for heritage-related information were handled in an efficient and timely manner.

Budgeted Staff Hours	720	Budgeted Expenses	\$10,000
Actual Staff Hours	122	Actual Expenses	\$4,398

Code 680
Description New Zealand Engineering Excellence Awards
Manager Charles Willmot

Performance Indicator

The National Engineering Awards scheme identifies engineering excellence and demonstrates engineering's contribution to meeting the goals of the nation.

Achievements

The NZEE Awards are to be held at the Duxton Hotel on 23 November 2005. Four partner organisations have provided planning and logistic support for the event, although the majority of the management has been carried out by IPENZ staff. Approximately 400 guests are expected to attend this black tie awards dinner to celebrate the achievements of four individual awards and seven project awards, together with the Supreme Award for New Zealand Engineering Excellence. Over 40 entries were received.

Budgeted Staff Hours	795	Budgeted Expenses	\$1,000
Actual Staff Hours	684	Actual Expenses	\$4,626

Code 700
Description External stakeholder income
Manager Chris Burr

Performance Indicator

Revenue is obtained by responding to the desires of non-member stakeholders to engage with our Members through advertising and promotional opportunity, provided that delivery is in association, but not interfering, with our services to Members.

Achievements

Revenue achieved as follows:

- magazine and other print media advertising \$171,536
- electronic advertising and direct mailouts \$167,174
- JobHunt employment advertising \$ 41,126
- Convention and awards sponsorship \$ 67,658

Budgeted Staff Hours	1545	Budgeted Expenses	\$36,000	Budgeted Income	\$374,000
Actual Staff Hours	1257	Actual Expenses	\$42,342	Actual Income	\$447,494

Code 750
Description Membership recruitment
Manager Kavita Kansara

Performance Indicator

Membership recruitment and retention programmes are identified and undertaken with a corresponding ongoing increase in IPENZ Membership numbers.

Achievements

The growth in Membership in subscription-paying grades was 40 per cent higher than in the last three years, particularly reflecting initiatives to increase the number of Student Members becoming Graduate Members. A marketing strategy with the aim of boosting Membership growth has been developed. Visits were made to address students at all tertiary institutions offering accredited qualifications. Student engineering societies were activity supported, including their national symposium.

Budgeted Staff Hours	1065	Budgeted Expenses	\$22,000
Actual Staff Hours	905	Actual Expenses	\$9,831

Code 760
Description Adjunct Member services
Manager Kavita Kansara

Performance Indicator

Adjunct Member services are developed and promoted which provide additional benefits to Members beyond the core Membership benefits of the Institution.

Achievements

Two major schemes continued: a discounted income protection insurance scheme, and an AMEX gold credit card scheme. The Board agreed to continue such schemes only when benefits are significant.

Budgeted Staff Hours	120	Budgeted Income	\$0
Actual Staff Hours	49	Actual Income	\$1,142

Code 810
Description AGM and elections
Manager Andrew Cleland

Performance Indicator

IPENZ meets its annual obligations under the Incorporated Societies Act for reporting and seeking approval of Members.

Achievements

Board elections for the 2005/2006 year were conducted according to Institution Rules. The 2005 AGM was held and annual report and accounts approved. Audited 2003/2004 accounts were lodged with the Registrar of Incorporated Societies.

Budgeted Staff Hours	555	Budgeted Expenses	\$18,000
Actual Staff Hours	182	Actual Expenses	\$15,313

Code 850
Description Strategy and governance
Manager Andrew Cleland

Performance Indicator

IPENZ anticipates needs, consults with the Membership and subsidiary organisations, develops strategy and implements modern governance arrangements for the Institution and its subsidiaries.

Achievements

Consultation with Branches, Technical and Special Interest Groups, Collaborating Technical Societies and Kindred Bodies was conducted during March/April 2005, including the annual forum meeting. The Board has met six times face to face and twice

ACHIEVEMENTS – NATIONAL OFFICE CONTINUED

by teleconference. The strategic plan was updated and performance indicators developed to guide deployment of resources. All functions of the Board were exercised according to the Rules.

Budgeted Staff Hours	1380	Budgeted Expenses	\$54,000
Actual Staff Hours	1862	Actual Expenses	\$56,839

Code 860
Description Representation of the Institution
Manager Andrew Cleland

Performance Indicator

IPENZ builds and maintains a profile amongst key stakeholders.

Achievements

The president and/or chief executive represented IPENZ at three major events organised by other New Zealand engineering bodies. There has been ongoing chief executive and president interaction with senior officials and some Ministers across a range of departments and agencies including Ministry of Research, Science and Technology, Foundation for Research Science and Technology, Ministry of Economic Development, Tertiary Education Commission, Ministry of Education, Ministry for the Environment, Department of Building and Housing, and the Department of Labour. Relations were maintained with many private sector organisations including Business New Zealand, New Zealand Council for Infrastructure Development and the Association of Crown Research Institutes.

Budgeted Staff Hours	285	Budgeted Expenses	\$10,000
Actual Staff Hours	196	Actual Expenses	\$11,442

Code 870
Description President's initiative
Manager Sharon Wagg / Andrew Cleland

Performance Indicator

A project initiated by the president which seeks to further develop a particular element of the Institution's overall strategy is performed each year.

Achievements

The "Engineers as Leaders" campaign advanced in two ways. A public policy study setting out the case for a national focus on the quality of capital expenditure and related education needs entitled *Prosperity through Productivity* was prepared, peer-reviewed and in production for presentation to government in November/December 2005. In addition, leadership learning opportunities were facilitated, including those through the Institute of Directors. Research was undertaken to provide data for the 2005/2006 president's address to Members.

Budgeted Staff Hours	105	Budgeted Expenses	\$5,000
Actual Staff Hours	40	Actual Expenses	\$933

Code 880
Description International linkages
Manager Andrew Cleland

Performance Indicator

The Institution uses international linkages to implement its international strategy in respect of global leadership by the engineering profession, and sharing best practice in engineering professional body governance and management.

Achievements

IPENZ contributed to the development of the World Federation of Engineering Organisations (WFEO) strategic plan, and attended the General Assembly held in October 2005. A policy document was developed on the role of technical capacity building in developing countries for consideration at October 2005 WFEO meetings. IPENZ declined to attend a meeting of the Federation of Engineering Institutions in South East Asia and the Pacific (FEISEAP) but made a submission on the future of FEISEAP to members. The Commonwealth Engineers Council remains in recess.

The president, deputy president and chief executive attended an Engineers Australia Council meeting and hosted a return visit for sharing strategy and best practice. Assistance was provided to the Fiji Institution of Engineers.

Budgeted Staff Hours	240	Budgeted Expenses	\$24,000
Actual Staff Hours	106	Actual Expenses	\$14,671

Code 890
Description Activities outside budget (special projects)
Manager Andrew Cleland

Performance Indicator

Business opportunities that allow IPENZ strategies to be advanced, and generate further revenue are investigated and if advantageous secured.

Achievements

Funds have been deployed for unexpected costs associated with the sale of Molesworth House, and to enable the staffing profile of the Institution to be redeveloped. New business developments include three major contracts signed during the year with the Tertiary Education Commission and Ministry of Education. Two new contracts for the writing and publication of professional support materials for technology teachers with the Ministry of Education were agreed to commence in 2006.

Budgeted Staff Hours	0	Budgeted Expenses	\$50,000
Actual Staff Hours	0	Actual Expenses	\$48,750

Code 910
Description Engineering in the school community
Manager Angela Christie

Performance Indicator

The Neighbourhood Engineers Award draws entries of high quality from a wide range of schools and is regarded by teachers as an important and useful educational activity.

Achievements

There have been 78 registrations of interest from schools including 23 confirmed projects and 15 proposed partnerships to date. There has been a significant increase in activity this year due to promotion by Futureintech facilitators and a growing recognition of the Awards by technology teachers.

Budgeted Staff Hours	600	Budgeted Expenses	\$12,000	Budgeted Income	\$15,000
Actual Staff Hours	278	Actual Expenses	\$10,596	Actual Income	\$22,446

Code 920
Description Futureintech
Manager Angela Christie

Performance Indicator

Through meeting the contractual obligations for Futureintech, the proportion of school leavers who actively consider undertaking tertiary education in technology, engineering or science is increased.

Achievements

Futureintech picked up momentum this year with the deployment of the final three staff. Our profile in schools was higher and all team members are using experience gained to good effect. Facilitators made regular visits to schools and industry. Enews publications were written for both of these stakeholder groups and distributed in alternate months. There was a formal annual consultation with partner organisations.

A round of ambassador training was completed in all regions. There are 86 trained ambassadors across the country all of whom are profiled on the website.

Six VIP projects were funded for 2005 and applications opened for 2006.

The website had a steadily increasing number of hits this year. The radio advertising campaign in October 2004 contributed to this increase. Research was ongoing and regular additions and alterations were made to web-based material. The database

ACHIEVEMENTS – NATIONAL OFFICE CONTINUED

currently contains 2,862 records including 66 partners, 176 records of industry/community groups and 725 schools. A range of publications have been produced for industry and schools including caregiver leaflets, the *Fact File* series and a set of three *Career Choices*. *Kiwi Physics*, Futureintech's CD-Rom for senior secondary physics students, is complete and can be ordered online.

A Futureintech page has featured in *Tearaway* magazines since early in 2004. Notices have appeared in the *Education Gazette* and Futureintech features regularly in Technology Education New Zealand (TENZ) and New Zealand Association of Science Educators (NZASE) newsletters. A system is in place to provide regular updates for stakeholder publications.

The third milestone report from the monitoring and evaluation team was received and the recommendations were acted upon.

Regular meetings were held with teachers from the Wellington-based Beacon Practice schools. Professional development is scheduled and industry and tertiary links continued to be made as needed.

Budgeted Staff Hours	12930	Budgeted Expenses	\$520,000	Budgeted Income	\$1,350,000
Actual Staff Hours	14800	Actual Expenses	\$393,555	Actual Income	\$1,193,488

Code 930
Description ICT in Canterbury growth pilot, Virtual Lathe and Techlink contracts
Manager Angela Christie

Performance Indicator

Through meeting contractual obligations, identify issues that are pivotal in drawing greater numbers of people into careers in the ICT sector.

Achievements

The pilot project was completed and the report of the study was presented to the client.

Virtual Lathe software workshops have been held in Auckland and Christchurch and the first of the scheduled introductory and planning workshops have been completed. Participant numbers are good and there was a high level of support from Auckland University of Technology, Christchurch and Auckland Colleges of Education and Animation Research Limited.

Work on the interim Techlink website contract was completed to the Ministry of Education's satisfaction. A contract for further services has been undertaken.

Budgeted Staff Hours	90	Budgeted Expenses	\$5,000	Budgeted Income	\$6,000
Actual Staff Hours	470	Actual Expenses	\$11,907	Actual Income	\$71,770

ACHIEVEMENTS – BRANCHES

Branches describe the highlights of their activities in terms of outcomes-based reporting, under the following categories:

- providing opportunities for Branch Members to network
- mentoring of young engineers
- career development and recognition of local engineering initiatives
- community support
- representing Members' views to the Board

Auckland

Budget: \$44,700

Net Expenses: \$48,221

Networking: Committee meetings were held monthly to plan events and social meetings for Members. The committee organised a full programme of well-attended events including the president's visit and dinner, the awards dinner, the AGM and beer tasting, and the annual golf day with the neighbouring Waikato/Bay of Plenty Branch.

Other events in the year's programme included the chair's reception, the Arthur Mead Environmental Award and the SH1 central motorway junction site visit. The Branch caters for the interests of retired Members through an annual function.

The *Bulletin* newsletter disseminates information on the committee's work, acts as a forum for discussion and allows Technical Groups to reach the local Membership.

Mentoring: The committee's education officer co-ordinated the Coca Cola careers event, the undergraduate prize at local universities, the Young Engineer of the Year national award and sponsorship of the University of Auckland engineering ball.

Career development: The committee continues to support the good work of Immigrant Engineers which seeks to improve the prospects of new arrivals so they can fulfil their potential in New Zealand.

The Branch has endeavoured to work with Special Interest Groups. Groups were helped financially, or given support in kind, where the committee felt a real impact for local Members could be made.

Community support: The Branch organised a number of public meetings and advertised them in the local press. These were high profile events and included the Pickering Lecture and Auckland City Council's "Auckland's CBD – Into the Future" strategy. Both were topical and pertinent to the local region.

Representing Members' views: The *Bulletin* and meetings provide opportunities for Members to voice their views. The views of the committee are conveyed to the Board by Board Members resident in Auckland.

Canterbury

Budget: \$14,000

Net Expenses: \$19,942

Networking: The Branch held 18 presentations with a total

audience of 2,850 – many events attracted audiences of 100 plus. Meetings provide ample opportunity for engineers, students and industry leaders to network over beer and pizza. Very successful visits were made to a fire station, a steamship, a distillery, a hydro spillway and an ocean outfall. The Hopkins and NASA lectures attracted very good audiences.

The Branch newsletter keeps the Members very well informed and presentations are an opportunity to obtain feedback from Members.

The Branch networked with other professional organisations and Special Interest Groups and promoted their events through the Branch newsletter.

Mentoring: The Branch supports the Engineering Society, University of Canterbury (ENSOC) and Women in Engineering (WIE) and it contributed \$1,000 and \$2,000 respectively to these groups.

ENSOC ran a very successful careers expo and WIE arranged for women engineers to visit schools and promote engineering. Many students attended Branch beer and pizza evenings.

Career development: Thirteen of the 18 presentations and site visits were related directly to local engineering initiatives. There were a number of technical presentations and discussions including the upgrade of the West Coast railway, jet engine testing and the Christchurch City Council urban development strategy. Other South Island Branches were encouraged to attend major events.

Community support: The free public lecture by a prominent NASA engineer was attended by 1,000 people with extensive media coverage including radio, television and newspaper interviews.

Financial support was given to the Canterbury–Westland Science Fair and the Hopkins Lecture.

Representing Members' views: Canterbury Branch has two Board Members who attend monthly Branch meetings and convey the views of the committee to the Board.

Hawkes Bay

Budget: \$3,300

Net Expenses: \$3,042

Networking: The Branch has successfully organised a full programme of monthly activities including visits to local manufacturing and engineering businesses and a successful visit to the Waikaremoana hydroelectric scheme at Tuai. It also organised two successful public lectures, including the Pickering Lecture and these attracted audiences of more than 100 people.

Mentoring: The Branch is currently establishing a Hawkes Bay scholarship for university study. The committee has tried to encourage younger members to join in Branch activities, but does not feel that this has been as successful as it would have liked.

ACHIEVEMENTS – BRANCHES CONTINUED

Career development: Local Branch meetings and public lectures have been well-received by local Members. Presentations have added to Members' knowledge and understanding of difficult technical topics.

Community support: The public lectures organised during the year, including the Pickering Lecture, were held in the lecture hall of the Eastern Institute of Technology, and drew good crowds from within IPENZ and from the general public.

Representing Members' views: Branch Members face difficulties assisting with IPENZ activities on a voluntary basis and the Branch would like to raise this issue at the Branch and Technical Group Forum in 2006.

Manawatu

Budget: \$2,600 **Net Expenses:** \$2,850

Networking: Good opportunities for networking were created by pairing presentations with "drinks and nibbles" or meals. Joint events were held with the Royal Society of New Zealand (tsunamis) and the New Zealand Computing Society (radio frequency identification devices); both were successful and there is support for future combined meetings.

Mentoring: The committee supplied judges and sponsorship for an IPENZ prize at the technology and engineering student presentations at Massey University. This also created an opportunity for an interesting exchange of ideas between the university and industry.

The Branch also sponsors a local Bachelor of Engineering student at the University of Canterbury.

Career development: Seminars this year have ranged from technical talks on tsunami and New Zealand pharmaceuticals through to project presentations, such as the Dannevirke Membrane Filtration Wastewater Treatment Plant.

Community support: The Branch has Neighbourhood Engineers who are active in the region, assisting schools with engineering support and ideas. The giant tuatara project with Kimbolton School has been very successful.

Representing Members' views: Links to the Board are positive and the Branch has had nothing specific to report.

Nelson/Marlborough

Budget: \$3,600 **Net Expenses:** \$4,822

Networking: Branch meetings alternated with a regional site visit each month throughout the year; 15–30 Members attended each meeting. Highlights of the year included site visits to Air Nelson and the Tahunanui Beach erosion project, the young engineers' evening at Rai Valley, president Roly Frost's visit and the public tsunami meeting.

Mentoring: The Branch gives young engineers the opportunity to progress their communications skills at annual presentations to Members held in the Rai Valley, the half-way point between Nelson and Marlborough.

Career development: The Branch ran a number of courses throughout the year and approximately 20 Members have taken advantage of each of these local training courses.

Course topics have included: Reinforced Concrete Masonry, Structural Design Actions Standards NZS 1170.5:2003, Site and Soil Assessment for On Site Waste Management Systems and SESOC Design of Retaining Walls and Foundations.

Community support: The Branch organised a public meeting held at Suter Gallery on the impact of a tsunami on Nelson, with presenter Dr James Goff from NIWA. It was attended by 159 people and was very well received.

The Branch supported Member nominations for the local Conservation Board and a Nelson City Civic Award.

Representing Members' views: A committee has met at each of the Branch meetings to discuss the views of Branch Members. No issues have been referred to the Board.

Northland

Budget: \$2,800 **Net Expenses:** \$1,514

Networking: The Branch committee organised eight meetings for Members, including a site visit to the Carter Holt Harvey LVL Plant at Ruakaka, an address on the extension to the northern motorway from Orewa to Puhoi, and the very popular Pickering Lecture on tsunamis.

Mentoring: Branch Members are involved in assisting young engineers to achieve CPEng status and one committee Member has a role with Young Engineers New Zealand.

Career development: The Branch has been instrumental in getting a number of successful IPENZ seminars to be held in Albany. With a closer location more Members have been encouraged to attend the training courses.

Community support: Support of the Regional Careers Expo has continued with a seminar aimed at students and their parents. The Northland Secondary Principals' Association was addressed on the merits of engineering as a prospective profession for students.

Representing Members' views: The chairperson represented the Branch at the annual Branch and Technical Group Forum in Wellington in April.

Otago

Budget: \$4,600 **Net Expenses:** \$5,326

Networking: The Branch held 10 Branch meetings; some in association with the Transportation Group. Events have included site visits, a trip to Christchurch to attend the NASA event organised by the Canterbury Branch and an end-of-year social event.

Mentoring: Branch Members continue to mentor Graduate Members. A very successful "beer and pizza" night was held for Graduate Members where they were able to discuss

MIPENZ/CPEng applications with Professional Members and representatives from National Office.

Career development: Many Branch meetings with presentations on local projects have broadened attendees' engineering knowledge. A scholarship was awarded to a former resident of Otago with an NZCE equivalent, to assist him to complete a BE (Hons) at the University of Canterbury. The Branch has also instigated technically relevant short courses for Otago.

Community support: The Branch staged a bus trip for high school students interested in engineering as a career. It toured local engineering companies and sites. The trip was followed by a presentation by Graduate Members. Graduate Members also attended a number of local high schools' career nights. The Branch sponsored prizes at the Aurora Otago Science and Technology Fair.

Representing Members' views: The Branch chairman attended the Branch and Technical Group Forum in April and was able to put forward comments gathered from Branch Members.

Southland

Budget: \$1,600 **Net Expenses:** \$1,528

Networking: The Branch held meetings every second month, with activities for Members in the alternating months. Activities have included dinners, a video evening, a truck museum tour and the president's visit.

Mentoring: The Branch took the opportunity offered by National Office and hosted a "Road to CPEng" presentation attended by 20 graduate engineers from the Southland area.

Career development: Branch presentations and site visits were designed to add to Members' knowledge.

Community support: Branch Members, with input from the Otago/Southland Futureintech facilitator, promoted professional engineering at the Ascot Park Careers Expo. With the continued support of local industry and professional engineers, the Branch ran another successful careers day bus trip for senior secondary school pupils from throughout the Southland district.

Representing Members' views: The Branch chairman attended the two-day Branch and Technical Group Forum in Wellington and represented the Members' views.

Taranaki

Budget: \$3,800 **Net Expenses:** \$3,983

Networking: The Branch Committee organised monthly presentations that have attracted attendances of up to 50 people. A Christmas get-together was organised for graduates and summer students.

Mentoring: Local IPENZ Endorsed Employers continue to support graduates with mentoring.

Career development: The Branch combined with Centre of Applied Engineering (CAPENZ) to support the annual Taranaki Careers Expo and Careers Evening which was hosted by Fitzroy Yachts.

Community support: Local civil engineering graduates supported the Civeng Bus demonstrations at Taranaki schools. Members have supported schools with Neighbourhood Engineering initiatives and Members have visited Taranaki schools.

Representing Members' views: The chairman attended the annual Branch and Technical Group Forum in Wellington to represent Members' views.

Tauranga

Budget: \$4,900 **Net Expenses:** \$2,725

Networking: The Branch held 10 meetings during the year, including hosting the president, the Pickering Lecture, the Annual Dinner, site visits to projects of note, and addresses on topical subjects. Some were joint meetings with the architects and with the Geotechnical Society. A "mix and mingle" before most meetings has allowed more opportunity for networking.

Mentoring: Several YENZ functions have been hosted to facilitate networking, socialising and the professional development of young engineers.

Career development: Site visits and addresses recognised local engineering projects and work done on the harbour link project and Trustpower wind farms.

The Branch assisted with the presentation of a careers evening for school leavers in Whakatane and supported the course held by National Office in Tauranga.

Community support: The Branch funded engineering prizes at both the Bay of Plenty and Waikato Science Fairs, in conjunction with Waikato/Bay of Plenty Branch.

Representing Members' views: The chairman represented the Branch at the Branch and Technical Group Forum and the opening of the new National Office premises.

Waikato/Bay of Plenty

Budget: \$9,600 **Net Expenses:** \$4,588

Networking: Twelve Branch meetings were held; two were in conjunction with Engineers for Social Responsibility (ESR) and one was a joint meeting with APPITA and the Society of Chemical Engineers New Zealand. The Branch also supported two local events in Taupo and events held by ESR and the Structural Engineers Group. The Branch invites the Royal Society of New Zealand members to most IPENZ events and vice versa.

Mentoring: Waikato Engineering Students' Association was supported with funding and speakers for meetings. Three young engineers' functions were held providing good

ACHIEVEMENTS – BRANCHES CONTINUED

opportunities for socialising, networking and creating links between young engineers and senior engineers in the Branch. The annual young engineers' presentations were attended by school and university students, as well as Branch Members.

Career development: Branch meetings broadened Members' engineering knowledge through presentations on water for survival, sustainable buildings, wave, solar and wind energy, soft sensors, co-generation, and educating engineers. Meetings also recognised local initiatives including Genesis Energy's new P40 turbine in Huntly and upgrades to Contact Energy's geothermal plant at Wairakei.

Community support: The Branch supported engineering prizes at local science fairs, supported the Waikato Festival for the Environment and sponsored scholarships for engineering students at both the Waikato Institute of Technology and University of Waikato. The Branch also linked a number of Neighbourhood Engineers to schools in their areas and appointed a representative to the council of the Waikato Institute of Technology.

Representing Members' views: The Branch chair attended the Branch and Technical Group Forum and conveyed the views of the Branch on the topics discussed.

Wanganui

Budget: \$1,400 **Net Expenses:** \$943

Networking: The Branch organised a programme of meetings which included seven technical evening meetings. It sponsored an inter-Branch golf tournament and hosted two social evenings, with a dinner focused around the president's visit and the AGM. The president's visit attracted an attendance of more than 50 per cent of the Membership.

The chairman passed on issues of local relevance through the monthly newsletter.

Mentoring: Two local graduates were encouraged to give presentations to their peers at a graduate evening in July. The Branch also sponsored information sharing on the various routes to IPENZ Membership with IPENZ National Office staff meeting with new local and overseas appointees to local engineering firms.

Career development: The Branch promoted the participation of local Members in technical meetings. It also highlighted the engineering career and contribution of local member, Mr John Chasemore James (Chase), who sadly passed away at the age of 100 years in September.

Community support: The Neighbourhood Engineers Award has been actively promoted through the participation of a Branch Member at St John's Primary School. A technical meeting advertised the work of Futureintech within IPENZ.

Representing Members' views: The chairman provided comment from the Branch at the Branch and Technical Group Forum and feedback to Members following attendance at the forum.

Wellington

Budget: \$22,000 **Net Expenses:** \$19,162

Networking: Six major Branch meetings were held, four of which achieved record attendances of over 120 people. The most successful meetings were tsunami risk to Wellington, repair of the Cook Strait cable, Wellington inner city bypass roading project and Project West Wind.

Further meetings were held jointly in association with the Institution of Electrical Engineers, the local branches of the Mechanical Engineering Group, New Zealand Water and Wastes Association and the Construction Institutes Forum.

Mentoring: The Branch continued its support of the local Young Engineers of New Zealand (YENZ) group with funding. It held a joint Branch meeting with YENZ, and sponsored five YENZ meetings. The Branch supported and encouraged a local IPENZ toastmasters group during the year which provided training and experience in public speaking for a number of younger engineers.

Career development: Branch meetings endeavoured to broaden Members' engineering knowledge through visits and/or presentations on a number of local initiatives including tsunami risk to Wellington, the inner city bypass roading project and the Project West Wind development.

Community support: Engineering prizes were funded at the annual NIWA science fair, the Wellington College science fair, and the Branch gave an award to an engineering student studying at Massey University.

Representing Members' views: The Branch chair and another committee member attended the Branch and Technical Group Forum.

West Coast

Budget: \$1,000 **Net Expenses:** \$873

Networking: The Branch has held 13 events over the past year, including Branch meetings, technical presentations, training seminars and site visits. They were generally well-attended by Members.

Mentoring: Many Branch Members mentor young engineers within their workplaces. Branch meetings also provided an opportunity for young engineers to network and learn from more experienced Members.

Career development: Members were advised via email, the Branch website and Branch meetings of relevant local CPD opportunities when they arose. Visits to local sites of engineering interest were held during the year. The Branch website has been used to celebrate Membership class, register entry, and career achievements of Members.

Community support: The Branch has encouraged Members' involvement in the Futureintech programme and in civil defence and emergency management. A list of local engineering consultants has been maintained on the

Branch website to assist users of engineering expertise.
Written feedback on guidelines and policies on geotechnical engineering issues was provided to one district council.

Representing Members' views: Branch, Governance Board and Engineering Practice Board Member Deane McNulty provided a rundown of recent Board meetings and sought and received feedback on various aspects of IPENZ activities.

United Kingdom

Budget: \$4,800 **Net Expenses:** \$5,425

Networking: The Branch has enjoyed a colourful year, with a successful barbecue, a soiree hosted at Australia House and a recent joint technical talk on the East London Line Project hosted by IPENZ. In particular, the Branch recognises the close relationship with Engineers Australia and the opportunities this offers for increased variety and scope in events.

Mentoring: There have been a number of requests for mentoring support from IPENZ Members in the United Kingdom. In some cases, requests have come from outside the London area, such as Aberdeen and it is difficult to find suitable local IPENZ mentors.

A trained IPENZ practice area assessor (civil) is now resident in the United Kingdom and will be the focal point for competence assessments, helping to co-ordinate United Kingdom interview arrangements.

Career development: Technical talks have focused on local projects such as the East London Line Project. Emphasis is placed on the importance of continued development and we endeavour to provide a varied range of technical meetings.

Community support: Due to the special circumstances of the Branch, it is not practical to get too involved in community support activities. Local institutions such as ICE and IMechE naturally take the lead in this area.

Representing Members' views: Senior staff visited the Branch in June 2004, and the Branch has maintained close liaison over the 2004/2005 year. The most common issue raised by Members is the competence assessment process in the United Kingdom, and there have been numerous communications towards resolving this issue.

ACHIEVEMENTS – TECHNICAL AND SPECIAL INTEREST

Groups report their activities with a focus on outcomes under the following categories:

- informing Members on relevant national and international developments
- knowledge development
- identifying good engineering practice
- making informed comment on public policy issues
- maintaining a network among those with common technical interests

Electrotechnical Group

Informing Members: Eight editions of the Group's email magazine *Electryon* were produced. These provide short summaries with web links on issues of national and international interest.

Maintaining a network: The Group continued to work with the IEE and IEEE. An extensive programme of technical meetings was held in Auckland, Wellington and Christchurch.

Society of Fire Protection Engineers – NZ Chapter

Informing Members: Technical meetings organised for Members in Auckland were well-attended and covered a wide range of topics including quantitative risk analysis of fire safety, external review of fire engineering designs, the Department of Building and Housing's determination process, live demonstrations by Fire Service fire fighters of various items of fire fighting equipment and a review of computer modelling of warehouse fires in rack storage.

Knowledge development: The executive committee established a scholarship for students studying the full-time post-graduate Master of Engineering (Fire) at Canterbury University. Successful one-day seminars were held on construction monitoring (attended by 100 participants) and tenability and means of escape (held in Auckland, Wellington and Christchurch).

Identifying good engineering practice: The Society continued to support representation on various technical committees of Standards New Zealand and the Department of Building and Housing. Chapter Members were prominent on the review committee advising the Department leading up to the publication of the International Fire Engineering Design Guidelines and participated in development of the new draft Sprinkler Standard. Chapter Members were involved on the Department of Building and Housing's Fire Advisory Panel and were instrumental in the formation of the IPENZ Fire Engineering Taskforce.

Immigrant Engineers

Informing Members: Regular local meetings were held at various centres, and announcements and circulations were made through *engineering direct* with copies sent to SIGIE

Members. The SIGIE website is now upgraded but needs further support and resourcing.

Knowledge development: SIGIE organised the inaugural supporter (pilot) programme, a multidisciplinary engineering day seminar, and a beginners' CAD training course in coordination with UNITEC. The second AGM was a major focus of the group's professional development activities. The SIGIE helpdesk was developed to support immigrant engineers.

Identifying good engineering practice: SIGIE worked on establishing immigrant engineers' employment opportunities through the supporter (pilot) programme which provides professional mentors to supervise immigrant engineers. Eight immigrant engineers gained employment after joining the pilot programme.

Comment on public policy issues: A new submissions process was developed to involve the wider Membership.

Maintaining a network: SIGIE developed closer ties with government, the Auckland Regional Migrant Resource Centre and other Technical and Special Interest Groups to provide support for Immigrant Engineers.

Maintenance Engineering Society New Zealand

Informing Members: MESNZ secured free access for all its Members to the electronic version of the *Maintenance Journal* which is released quarterly. This is the leading Australasian journal for maintenance management.

Knowledge development: The Society held its annual maintenance symposium in Auckland.

Identifying good engineering practice: MESNZ covered several best practice issues through the symposium and the *Maintenance Journal*.

Mechanical Engineering Group

Informing Members: Eight editions of the Group's email magazine *e-torque* were produced, providing information on national and international events and news.

Knowledge development: The Group continued its focus on providing opportunities for Members to update their knowledge of recent national and international developments with bimonthly visits or talks in Auckland and Wellington, often as joint Branch meetings or in conjunction with other Technical Interest Groups. These included a popular presentation on wind turbine developments attended by more than 130 engineers.

Identifying good engineering practice: The Group supported the Formula SAE car development teams at both Auckland and Canterbury Universities with significant donations, visits

for interested Members, recognition at the award functions for the student's final year projects and publicity in

Maintaining a network: The Group held meetings in both Auckland and Wellington on a range of topics.

New Zealand Coastal Society

Informing Members: Three editions of the NZCS's newsletter *Coastal News* were sent to Members and the website was maintained.

Knowledge development: NZCS held its annual conference. Members were encouraged to contribute to regional meetings, workshops and fora, and were encouraged to contribute articles for *Coastal News*.

Identifying good engineering practice: Two NZCS committee members provided peer review services for a publication prepared on an Environmental Defence Society Guideline for Coastal Development.

Maintaining a network: NZCS continued networking with other groups with mutual interests such as the New Zealand Planning Institute and Environmental Defence Society. The Society continued networking with Australian colleagues on matters of mutual interest and Members were represented at the Australasian Coasts and Ports conference.

New Zealand Society on Large Dams

Informing Members: The Society distributed a quarterly newsletter to all Members and maintained the current website.

Knowledge development: Members contributed to international fora with papers and active involvement in committees. Members prepared for a seminar to be held in 2006 relating to dam safety aspects of the Building Act and Regulations.

Identifying good engineering practice: The Society had significant involvement with the Building Act and its implementation and provided expert technical personnel to the working party drafting Building Act Regulations. The society was involved in disseminating good practice guidelines to agencies and individual Members and continuously reviewed its flagship publication *Dam Safety Guidelines* as a statement of current good practice.

Comment on public policy issues: The Society monitored public policy activities and worked with IPENZ to make informed professional contribution where appropriate.

Maintaining a network: The Society actively participated in the International Committee on Large Dams activities, maintained ongoing liaison with Australian colleagues on matters of mutual interest and facilitated and participated in joint conferences.

Society for Sustainability Engineering and Science

Knowledge development: The Society initiated a series of fora on various topics of interest to Members, including sustainability and councils and the myth of green buildings.

Identifying good engineering practice: The Society provided input to the sustainability engineering report which will be published by IPENZ.

Maintaining a network: Planning started on a second conference on Sustainability Engineering and Science to be held in February 2007.

Transportation Group

Informing Members: Regular regional meetings were held in various centres, four issues of *Roundabout* were published, and copies of submissions to government were placed on the Group's upgraded website.

Knowledge development: The three-day transportation conference was held in Auckland and was attended by about 180 Members. The conference involved workshop and plenary sessions for the discussion of remits and technical papers. Branch meetings also contributed to professional development; visiting overseas experts were funded to make presentations at some meetings.

Identifying good engineering practice: Representatives of the Group met with senior Land Transport New Zealand staff to discuss matters of mutual interest, including the evaluation of transportation projects against the objectives and principles in the New Zealand Transport Strategy, and the development of standards and guidelines appropriate for all types of roads.

Comment on public policy issues: The Group made submissions on the National Rail Strategy and the Vehicle Emissions Screening Programme (Ministry of Transport), the Land Transport Rule Omnibus Amendment and the Pedestrian Networks Planning and Design Guide (Land Transport New Zealand), the National Road Tolling System (Transit New Zealand), the Urban Design Protocol (Ministry for the Environment), the Review of Utilities in Road, Rail and Motorway Corridors (Ministry of Economic Development), and the Carbon Tax Implementation Proposal (Inland Revenue Department). The submissions process involved the wider Membership as much as possible.

Maintaining a network: Ties with the Institute of Transportation Engineers and Australian Institute of Traffic Planning and Management were enhanced. Special focus groups for integrated transportation planning, traffic signals, and a trips and parking database continued to function.

ACHIEVEMENTS – COLLABORATING TECHNICAL SOCIETIES

Energy Management Association of New Zealand

Informing Members: Monthly executive meetings were held using tele- and video-conferencing. A regular emailed newsletter updated all Members on meeting outcomes and relevant industry information. The EMANZ website was regularly updated with relevant information.

Knowledge development: Regular presentations using video-conferencing linked Auckland, Wellington and Christchurch and covered subjects such as measurement and verification of energy savings, the end of oil, and educating and certifying energy auditors in Australia. Full-day workshops held in Wellington and Auckland covered how to get the most from an energy audit, and describing energy management.

Identifying good engineering practice: EMANZ continued to assess applicants for accreditation, with another eight people having achieved accredited energy auditor status during the year.

Maintaining a network: EMANZ continued to focus on maintaining and strengthening the network of its Members throughout New Zealand and overseas through interaction with EECA, newsletter items, seminars and conventions etc with delivery of these components being facilitated by EMANZ's executive officer.

New Zealand Institution of Gas Engineers

Informing Members: Two newsletters were sent to all Members, along with other ad hoc correspondence. The NZIGE website is becoming more popular as a method of keeping our Members informed of recent developments.

Knowledge development: The annual spring technical seminar was held in Lower Hutt with 59 attendees enjoying two days of presentations, technical visits, trade displays and networking opportunities. NZIGE held two successful accident/incident reporting and investigation training courses in New Plymouth and Auckland. Two NZIGE scholarships to the value of \$2,000 each were awarded to individual Members to further develop their skills and knowledge.

Identifying good engineering practice: Continued involvement with and regular reports from Standards New Zealand, Gas Association of New Zealand, Institution of Gas Engineers and Managers, Gas Appliance Suppliers Association of New Zealand and the Gas Industry Training Organisation.

New Zealand Society for Earthquake Engineering

Informing Members: The quarterly technical bulletin was sent to all Members and the website maintained. NZSEE convened the annual conference with the theme "getting the message across and moving ahead" and a roadshow about the Asian Boxing Day tsunami and implications for New Zealand.

Knowledge development: Provided incentives for Members to contribute in international forums, particularly the 13th World Conference on Earthquake Engineering. NZSEE sent a reconnaissance team to inspect the aftermath of the Asian Boxing Day tsunami and reported on this in a dedicated issue of *Bulletin*.

Identifying good engineering practice: NZSEE had significant involvement with the Building Act and provided expert technical personnel to working parties drafting Building Act Regulations

Comment on public policy issues: Monitored public policy activities and worked with IPENZ to make informed professional contributions where appropriate. NZSEE made technically sound statements on high profile issues.

Maintaining a network: NZSEE actively participated in the International Association for Earthquake Engineering and worked with sister organisations internationally on topics of common interest.

Society of Chemical Engineers New Zealand

Informing Members: SCENZ sent a regular newsletter to all Members and maintained its website.

Knowledge development: SCENZ published *Capital Cost Estimation of Process Equipment for New Zealand 2004* in July 2005. SCENZ ran its annual conference in June. Many Members contributed to international forums.

Comment on public policy issues: Members contributed to public policy especially where they had particular expertise in areas such as clean air, toxic waste destruction etc.

Maintaining a network: SCENZ continued its membership of the Australia New Zealand Federation of Chemical Engineers (together with Engineers Australia, IChemE Australia and RACI). The federation met three times and, together with contributing industry engineers, assists in determining the recipients for the annual Awards of Excellence in Chemical Engineering which are presented at CHEMECA. SCENZ is the agent in New Zealand for IChemE, London.

Structural Engineering Society

Informing Members: SESOC distributed three issues of its newsletter to keep Members informed on current items of interest, particularly forthcoming events such as seminars, code releases and the like.

Knowledge development: Seminars were presented on timber engineering, ground anchors and retaining walls. SESOC also published two issues of its journal, which includes technical papers, project reports, materials information, code reviews etc.

Identifying good engineering practice: SESOC acted on advising its Members on preferred peer review practice and the wisdom of using 500E (MA or QT) reinforcing steel.

Comment on public policy issues: SESOC presented to the Select Committee in relation to the Building Bill.

Maintaining a network: SESOC worked loosely with NZSEE, the Geotechnical, Concrete and Timber Design Societies, and maintained an official relationship with the Institution of Structural Engineers (United Kingdom).

New Zealand Timber Design Society

Informing Members: The TDS *Journal* and website updated Members on developments in Timber Design for structures, revisions on Timber Design NZ Codes and developments in timber design tools. The website includes matters of interest to timber designers, copies of seminar papers and contacts for timber designers. Development of a timber design software package resulted in funding being allocated by MAF from FIDA funds. This will be done in New Zealand in eight modules over 15 months.

Knowledge development: Timber design seminars were held in Auckland in November (with 135 attendees) and in Wellington and Christchurch in April where attendance was 82 and 79 respectively. This confirmed the growing interest in timber design from architects, engineers, local body supervisors, tertiary teachers and students, industry and others. The TDS was again a co-sponsor of the Timber Design Awards.

Identifying good engineering practice: The TDS management committee met regularly. Issues relating to timber engineering and design and the best use of timber in structures were identified and recommendations were made to SANZ, specifiers, producers and manufacturers. NZ Forest Research provided up-to-date data information on wood characteristics treatments which assist with code recommendations and seminar subjects.

Comment on public policy issues: The TDS initiatives to government resulted in \$2.26 million being allocated in April 2005 through MAF. This will be used to fund two timber design professorship positions at the engineering schools at Auckland and Canterbury Universities and for the design software package mentioned above. With the seminars, this will result in more timber being specified in building. TDS is also promoting the option of a timber design in all government-funded buildings.

Maintaining a network: IPENZ, NZIA, Forest Research and SETMA are represented on the TDS management committee. The timber design seminars were organised with assistance from the New Zealand Pine Manufacturers Association, SESOC, ANZIA and IPENZ. TDS Members serve on several SANZ Code committees. TDS is promoting the establishment of a Timber Design Centre which will provide an initial point of contact for anyone wanting information on timber.

OTHER REPORTS

National Committee for Engineering Heritage

The work of the Heritage Committee is highlighted under Project 650 of the National Office Achievements (page 22).

IPENZ Foundation

The IPENZ Foundation is now in full swing. All the money from the Benevolent Fund has been transferred and is now invested by an approved broker. ABN AMRO is advising the trustees who are managing the investments.

The Foundation has responsibility for providing Members with support during times of sickness and hardship. In addition, it will assist in raising the profile of engineering, encouraging young people into engineering careers, creating awareness of New Zealand's wonderful engineering heritage and providing funds for engineering research. The trustees of the IPENZ Foundation, under the leadership of John Cunningham, will be investigating new ways to further its role in conjunction with IPENZ and any other related organisations.

During the year Denis Chapman became a new trustee and Tony Gibson retired after being the inaugural chairman. Dr John Hood HonFIPENZ was appointed as patron of the IPENZ Foundation. The Foundation is sponsoring two awards at the New Zealand Engineering Excellence Awards to be presented in November 2005.

We look forward to a year of progress in projects to promote engineering and help any engineers in need, now that we have the Foundation established both financially and with willing and able trustees.

IPENZ Practice College

The IPENZ Practice College was established on 1 April 2003 in accordance with the Institution's regulations. The purpose of the Practice College is to identify Institution Members who are currently competent professional engineering practitioners – currency of competence is assessed according to the CPEng definition. During the year, 256 IPENZ Members were assessed as currently competent and therefore became Members of the Practice College. There were 42 resignations from the Practice College. As at 30 September 2005 there were 2,115 Practice College Members.

The Practice College regulations allow the practice field, within which the specific practice area of each engineer lies, to be displayed in conjunction with the searchable register, or used in an extended IPENZ postnominal. The list of practice fields is aligned to the internationally agreed list used in association with the APEC Engineer Agreement. In June 2005, transportation was added to the APEC list, and can therefore be used in New Zealand. A number of engineers have chosen to use the extended postnominal, but no statistics on the frequency of usage have been kept.

Chartered Professional Engineer

A total of 229 applications for CPEng were received during

the year with 267 being approved, 13 being declined, five withdrawn and 44 applications still being processed at the end of the reporting period. A total of 262 registrants were added to the CPEng register in the year to 30 September 2005, bringing the total to 1,931.

IPENZ submitted an annual report on its activities as Registration Authority during the 2004 calendar year to the Chartered Professional Engineers Council in March 2005. That report was accepted, and the Council then reported to the Minister responsible that IPENZ had met its obligations as Registration Authority for 2004. A levy of \$50,000 was paid to the Chartered Professional Engineers Council to fund its activities under the Chartered Professional Engineers of New Zealand Act 2002.

The total assessment and annual fees received by IPENZ up to 30 September 2005 are still insufficient to meet the costs of operating the registration system (including the Council levy). A review was conducted during 2005, new fees were proposed and consulted on, and changed fees to apply in 2006 were approved in the form of the Chartered Professional Engineers of New Zealand Amendment Rules 2005 on 31 August 2005. The new fees will recover the start-up costs over a number of years.

Register of Engineers for Disaster Relief New Zealand

Major disasters such as the Indian Ocean tsunami last December led to a huge demand for engineers to assist in the restoration and rebuilding of facilities in affected countries.

RedR NZ members have been assisting in that work, in roles ranging from needs assessment through to redevelopment of water supply and sanitation, and shelter. Over a dozen register members have been or are involved in Aceh, Sri Lanka and the Maldives, working with UNHCR, UN World Food Programme (UNWFP), UNICEF and International Relief and Development. One member is in Pakistan to work with UNHCR and another was on standby at the time of writing.

Other members have been working with MAF, UNWFP, UNICEF and the Red Cross in Madagascar, Nepal, Sudan, Afghanistan, Botswana and Kenya.

Our register has expanded to over 130 members and it is continuing to grow.

Training courses are carried out to help ensure that those on the register are as well prepared as possible to cope with the particular challenges of humanitarian disaster relief work. Courses carried out this year included the basic course Essentials of Humanitarian Practice and a new course, Humanitarian Logistics. Funding support for the training comes from NZAID and is gratefully acknowledged.

AUDIT REPORT

TO THE MEMBERS OF THE INSTITUTION OF PROFESSIONAL ENGINEERS NEW ZEALAND (INC)

We have audited the financial statements on pages 38 to 47. The financial statements provide information about the past financial performance and financial position of the Institution of Professional Engineers New Zealand (Inc) (referred to hereafter as the "Institution") as at 30 September 2005. This information is stated in accordance with the accounting policies set out on pages 43 and 44.

Board's Responsibilities

The Board is responsible for the preparation, in accordance with New Zealand law and generally accepted accounting practice, of financial statements which give a true and fair view of the financial position of the Institution as at 30 September 2005 and the results of its operations and cash flows for the year ended on that date.

Auditors' Responsibilities

It is our responsibility to express an independent opinion on the financial statements presented by the Board and report our opinion to you.

Basis of Opinion

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial statements. It also includes assessing:

- the significant estimates and judgements made by the Board in the preparation of the financial statements, and
- whether the accounting policies are appropriate to the Institution's circumstances, consistently applied and adequately disclosed.

We conducted our audit in accordance with New Zealand Auditing Standards. We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Other than in our capacity as auditors we have no relationship with or interests in the Institution.

Qualified Opinion

Technical and Special Interest Group's (non-incorporated) income, expenses, assets and liabilities are included in the financial statements of the Institution. Control over the completeness of this information prior to it being recorded is limited, and there are no practical audit procedures to determine the effect of this limited control. Our audit did not include the review of the income and expenditure transactions of the Collaborating Technical Societies referred to in Note 13.

In all other respects we have obtained all the information and explanations that we have required.

In our opinion, except for the qualifications noted above, the financial statements give a true and fair view of the financial position of the Institution as at 30 September 2005 and the results of its operations and cash flows for the year ended on that date.

Our audit was completed on 24 November 2005 and our qualified opinion is expressed as at that date.



**CHARTERED ACCOUNTANTS
WELLINGTON, NEW ZEALAND**

FINANCIAL STATEMENTS CONTINUED

INSTITUTION OF PROFESSIONAL ENGINEERS NEW ZEALAND (INC)

Statement of Financial Performance For the Year Ended 30 September 2005

	Note	2005 \$	2004 \$
Operating Revenue			
Member Subscriptions and Related Fees		2,261,614	2,186,446
Advertising and Magazine Sales		379,836	364,233
Competency Assessment Fees		170,456	457,762
Contract Income – Futureintech		1,193,488	693,911
Contract Income – GIPI		171,845	53,333
Contract Income – Other		71,770	41,030
Convention and Awards Income		119,855	133,570
Interest Received		273,316	169,283
Member Education and Training		243,369	141,164
Other Income		98,024	90,925
Registration Fees		217,031	155,977
Technical and Special Interest Group Income	1	319,314	245,454
Total Operating Revenue		5,519,918	4,733,088
Less Operating Expenses			
Audit Fees		20,700	20,000
Branch Expenses		166,916	120,138
Chartered Professional Engineers Council Levy		50,000	50,000
Communication Expenses		137,360	118,681
Consultants Competency Assessments		94,880	250,000
Convention Expenses		107,492	96,104
Depreciation	8	228,605	176,574
Direct Contract Expenses	17	449,295	210,724
Legal and Consultants Fees		186,486	217,788
Member Education and Training		145,185	90,161
Other Expenses		215,451	169,864
Printing and Stationery		96,780	132,724
Publishing Production and Distribution Costs		251,041	249,050
Rent, Rates, Outgoings and Occupancy Costs		245,020	92,779
Salaries		2,257,355	1,951,788
Technical and Special Interest Group Expenses	1	228,513	164,212
Travel and Meeting Expenses		251,726	242,511
Total Operating Expenses		5,132,805	4,353,098
Operating Surplus before Income Tax and Non-Operating Items		387,113	379,990
Less Taxation and Non-Operating Items			
Molesworth House	5	(25,000)	-
Funds transferred to IPENZ Foundation		-	(5,000)
Taxation	2	-	-
Net Surplus for the Year		362,113	374,990

The accompanying notes form part of these financial statements

INSTITUTION OF PROFESSIONAL ENGINEERS NEW ZEALAND (INC)

Statement of Movements in Members' Funds For the Year Ended 30 September 2005

	Note	\$	2005 \$	2004 \$
Opening Balances				
IPENZ National Office			1,931,651	1,641,134
IPENZ Branches			213,356	152,010
Technical and Special Interest Groups			526,740	445,498
			<u>2,671,747</u>	<u>2,238,642</u>
Add Net Surplus for the Year Attributable to the:				
IPENZ National Office		275,349		290,517
IPENZ Centenary Reserve	12	25,000		-
IPENZ Branches		(29,037)		3,231
Technical and Special Interest Groups		90,801		81,242
			362,113	<u>374,990</u>
Add Auckland Branch Accumulated Funds			-	58,115
Total Members Funds			<u>3,033,860</u>	<u>2,671,747</u>

The accompanying notes form part of these financial statements

FINANCIAL STATEMENTS CONTINUED

INSTITUTION OF PROFESSIONAL ENGINEERS NEW ZEALAND (INC)

Statement of Financial Position

As at 30 September 2005

	Note	2005 \$	2004 \$
Current Assets			
Westpac Bank		183,915	72,266
Westpac Short Term Investments		3,500,000	3,300,000
Westpac Short Term Investments and Bank Accounts – Restricted Funds			
IPENZ Branches Bank Funds	10	146,106	35,691
IPENZ Foundation and Benevolent Society	14	-	182,000
Technical and Special Interest Groups	11	595,000	395,000
Collaborating Technical Societies	13	438,754	405,531
		<u>1,179,860</u>	
Accounts Receivable		187,461	226,586
Prepaid Expenses		79,931	35,159
Goods and Services Tax Refundable		22,443	20,923
Inventory		-	1,216
Total Current Assets		<u>5,153,610</u>	<u>4,674,372</u>
Non Current Assets			
Fixed Assets	7	654,123	335,968
Total Non Current Assets		<u>654,123</u>	<u>335,968</u>
Total Assets		<u>5,807,733</u>	<u>5,010,340</u>
Less Current Liabilities			
Accounts Payable		375,714	346,525
Income Received in Advance Futureintech Contract	1	912,601	861,645
Income Received in Advance Competency Assessments	1	401,892	192,650
Income Received in Advance CPEng Applications	1	81,076	111,300
Income Received in Advance Other		329,698	12,773
Provision for Holiday Pay		94,792	89,695
IPENZ Foundation and Benevolent Society	14	15,693	186,768
Collaborating Technical Societies Funds	13	501,526	476,356
Special Funds and Trusts	9	60,881	60,881
Total Current Liabilities		<u>2,773,873</u>	<u>2,338,593</u>
Net Assets		<u>3,033,860</u>	<u>2,671,747</u>

The accompanying notes form part of these financial statements

INSTITUTION OF PROFESSIONAL ENGINEERS NEW ZEALAND (INC)

Statement of Financial Position (Continued)

As at 30 September 2005

	Note	2005 \$	2004 \$
Represented By:			
Members' Funds			
Accumulated Funds			
IPENZ National Office		2,207,000	1,931,651
IPENZ Centenary Reserve	12	25,000	-
IPENZ Branches		184,319	213,356
Technical and Special Interest Groups	11	617,541	526,740
		<u>3,033,860</u>	<u>2,671,747</u>

The accompanying notes form part of these financial statements

For and on behalf of the Institution

.....President

.....Chief Executive

Date: 24th November 2005

FINANCIAL STATEMENTS CONTINUED

INSTITUTION OF PROFESSIONAL ENGINEERS NEW ZEALAND (INC)

Statement of Cash Flows

For the Year Ended 30 September 2005

	Note	2005 \$	2004 \$
Cash Flow from Operating Activities			
Cash was provided from:			
Member Subscriptions		2,257,326	2,185,176
Contract Income		1,605,072	1,643,380
Interest Received		268,516	155,362
Other Income		1,976,985	1,787,835
		<u>6,107,899</u>	<u>5,771,753</u>
Cash was disbursed to:			
Payments to Employees		2,275,337	1,919,451
Service Delivery Payments		2,662,218	2,167,859
Net Goods and Services Tax Paid		1,520	186,543
		<u>4,939,075</u>	<u>4,273,853</u>
Net Cash Flow from Operating Activities	16	<u>1,168,824</u>	<u>1,497,900</u>
Cash Flow from Investing Activities			
Cash was provided from:			
Sale of Molesworth House		-	669,000
GST Received on Sale of Molesworth House		-	84,375
		<u>-</u>	<u>753,375</u>
Cash was applied to:			
Purchase of Non Current Assets		546,760	167,345
Net Cash Flow from Investing Activities		<u>(546,760)</u>	<u>586,030</u>
Net Increase in Cash Held		622,064	2,083,930
Add Cash and Short Term Deposits at the start of the Year		<u>3,802,957</u>	<u>1,719,027</u>
Cash and Short Term Deposits at the end of the year		<u>4,425,021</u>	<u>3,802,957</u>
Represented By:			
Westpac Bank		183,915	72,266
Westpac Short Term Investments		3,500,000	3,300,000
Westpac Short Term Investments and Bank Funds – IPENZ Branches	10	146,106	35,691
Westpac Short Term Investments – Technical and Special Interest Groups	11	595,000	395,000
		<u>4,425,021</u>	<u>3,802,957</u>

The accompanying notes form part of these financial statements

**Notes to the Financial Statements
For the Year Ended 30 September 2005**

1. Statement of Accounting Policies

Reporting Entity

The financial statements presented here are for the reporting entity, the Institution of Professional Engineers New Zealand (Inc) (the Institution).

Reporting Basis

The financial statements have been prepared in accordance with generally accepted accounting principles.

Measurement Base

The financial statements have been prepared on the historical cost basis.

Basis of Preparation

The financial statements include the financial statements of the parent entity the Institution of Professional Engineers New Zealand (Inc), its Branches and its Technical and Special Interest Groups (TIGs and SIGs). The accounts exclude the operations of the separately incorporated "Collaborating Technical Societies" (CTSs) but the funds administered for these groups are recorded in the Statement of Financial Position.

Members Funds

The Members Funds represent the accumulated surplus or deficit on the operations of the Institution, its Branches and the Technical and Special Interest Groups.

Technical and Special Interest Groups

The activities of the (non incorporated) Technical and Special Interest Groups and the related revenue and expenses are recorded in the Statement of Financial Performance. Any surplus or deficit is transferred to the Technical or Special Interest Groups Funds in the Statement of Financial Position.

Special Funds and Trusts

Special Funds and Trusts are amounts held for specific purposes in accordance with the rules of the Institution.

Restricted Bank Funds

These are Bank Accounts controlled by:

- (a) The IPENZ Foundation Trustees, the IPENZ Benevolent Society Trustees, various IPENZ Branch Committees and Special Funds Administrators.
- (b) Various (non incorporated) Technical and Special Interest Group Committees.
- (c) Various (separately incorporated) Collaborating Technical Society Committees.

Accounts Receivable

Accounts receivable are stated at expected realisable value, after allowing for potential doubtful debts.

Inventories

Inventory held for sale is valued at the lower of cost and net realisable value, determined on a first in first out basis.

Fixed Assets

Fixed assets are stated at cost less accumulated depreciation.

Depreciation

The depreciation rates used are as follows:

Computer Software and Equipment	20 to 48% DV
Furniture and Fittings	9 to 40% DV
Office Equipment	20 to 40% DV
Office Fitout	14 to 40% DV

FINANCIAL STATEMENTS CONTINUED

Income in Advance Futureintech Contract

Income received under the Futureintech Contract is treated as "Income in Advance". This income is allocated to cover contract costs as they are incurred. Over the contract period it is anticipated that the funding received under the contract will match the contract expenses.

Income in Advance CPEng Competency Assessment Fees

These are the accumulated annual fees paid by the registrants on the "Chartered Professional Engineer" register to cover the cost of future competence assessments. This income will be transferred to cover the costs of these assessments as they are incurred.

Income in Advance CPEng Application Fees

These are the fees received from applicants for registration as a "Chartered Professional Engineer". These applicants had not been assessed for competence and accordingly were not approved for registration at balance date. This income is allocated to cover the assessment costs as they are incurred.

Statement of Cash Flows

The following are the definitions of the terms used in the Statement of Cash Flows:

- (a) Cash comprises cash on hand, current bank account balances and short term deposits that can be converted to cash within two working days.
- (b) Operating activities include all transactions and other events that are not investing or financing activities.
- (c) Investing activities are those activities relating to the acquisition, holding, and disposal of fixed assets and investments. Investments include securities not falling within the definition of cash.
- (d) Financing activities are those activities that result in changes to the size and composition of the Institution's capital structure. This includes both equity and debt not falling within the definition of cash.

Taxation

Provision is made for taxation after taking advantage of all deductions and concessions permitted. No provision has been made for deferred tax due to there being no material timing differences.

Goods and Services Tax

The financial statements have been prepared on a GST exclusive basis, except Accounts Receivable and Accounts Payable which are shown inclusive of GST.

Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

2. Taxation

By virtue of tax losses carried forward no taxation is payable by the Institution. This potential future income tax benefit has not been recorded in the Financial Statements.

3. Lease Commitments

In 2004 the Institution signed an agreement to lease levels 1 and 2 at 158 "The Terrace" Wellington for an initial period of 6 years commencing 1 March 2005. The annual rental is \$288,270 plus GST.

4. Comparative Figures

Where necessary the 2004 comparative figures have been reclassified to facilitate comparison with the current year.

5. Molesworth House and Related Party Transactions

On the 30 June 2004 the Institution sold levels 3 and 4 and the associated car parks in Molesworth House to three Trusts that had a relationship with a Member of the Institution at fair market valuation. During the 2005 financial year a payment of \$25,000 was made in final settlement of the purchase price. The Institution has not entered into any other material contracts with any other related parties.

	2005	2004
6. Molesworth House Revaluation Reserve	\$	\$
Opening Balance	-	435,144
Less Sold during the year	-	(435,144)
Closing Balance at 30 September	-	-
7. Fixed Assets		
Computer Equipment and Software		
Original Cost	656,720	627,117
Less Accumulated Depreciation	(439,211)	(369,466)
Book Value	217,509	257,651
Office Equipment		
Original Cost	84,189	67,437
Less Accumulated Depreciation	(56,051)	(53,031)
Book Value	28,138	14,406
Furniture and Fittings		
Original Cost	175,242	148,175
Less Accumulated Depreciation	(83,540)	(84,264)
Book Value	91,702	63,911
Leasehold Improvements – 158 The Terrace		
Original Cost	355,905	-
Less Accumulated Depreciation	(39,131)	-
Book Value	316,774	-
Total Book Value	654,123	335,968
8. Depreciation Expense by Asset Class		
Computer Equipment and Software	165,014	152,382
Office Equipment	9,323	8,111
Furniture and Fittings	15,137	16,081
Fitout 158 The Terrace	39,131	-
	228,605	176,574
9. Special Funds and Trusts		
EEAC Fund		
Opening Balance	-	13,995
Add Interest Received	-	729
Less Funds transferred to IPENZ Foundation	-	(14,724)
Closing Balance	-	-
Power Systems School Fund		
Opening Balance	53,935	53,935
Closing Balance	53,935	53,935
Steel and Tube Scholarship		
Opening Balance	-	21,700
Add Interest	-	1,120
Less Funds transferred to IPENZ Foundation	-	(22,820)
Closing Balance	-	-
WFEO Environmental Committee		
Opening Balance	6,946	6,946
Closing Balance	6,946	6,946
Total Special Funds and Trusts	60,881	60,881

FINANCIAL STATEMENTS CONTINUED

10. IPENZ Branches

Restricted Funds – Westpac Short Term Investments and Bank Funds

IPENZ Auckland Branch	30,000	-
IPENZ Canterbury Branch	35,000	-
IPENZ Manawatu Branch	5,000	-
IPENZ Nelson Marlborough Branch	10,000	-
IPENZ Northland Branch	5,000	-
IPENZ Otago Branch	5,000	-
IPENZ Southland Branch	6,106	5,691
IPENZ Waikato Branch	30,000	30,000
IPENZ Wellington Branch	20,000	-
Totals	146,106	35,691

11. Technical and Special Interest Groups

Restricted Funds – Westpac Short Term Investments

Electrotechnical Group	15,000	15,000
Food Engineering Association of NZ	5,000	5,000
Maintenance Engineering Society of NZ	20,000	15,000
Mechanical Engineering Group	40,000	30,000
NZ Coastal Society	140,000	55,000
NZ Society on Large Dams	120,000	105,000
NZ Society for Sustainability	5,000	-
Road Transport Certifying Engineers	25,000	20,000
Society of Fire Protection Engineers NZ	35,000	30,000
TENZ Conference	30,000	-
Transportation Group	160,000	120,000
	595,000	395,000

Current Accounts with IPENZ

Electrotechnical Group	4,054	797
Engineering Students Symposium	6,361	-
Food Engineering Association of NZ	3,869	2,634
Immigrant Engineers Group	1,493	-
Maintenance Engineering Society of NZ	5,673	6,048
Mechanical Engineering Group	2,401	2,373
NZ Coastal Society	30,185	83,494
NZ Society on Large Dams	20,583	13,611
NZ Society for Sustainability	2,985	857
Road Transport Certifying Engineers	4,316	5,842
Society of Fire Protection Engineers NZ	14,039	3,062
TENZ Group	(6,459)	-
TENZ Conference	34,059	-
Transportation Group	800	12,737
	719,359	526,455

Plus NZ Society on Large Dams – GST Receivable

Plus Prepaid Expenses TIG's and SIG's

Less Income in Advance TIG's and SIG's

Totals

617,541 **526,740**

12. IPENZ National Office Centenary Reserve

The Institution is to celebrate its centenary in 2014. The IPENZ Board decided to allocate \$25,000 per annum from the IPENZ Members Funds for the next 10 years to build up a fund to cover the cost of the centenary celebrations.

13. Collaborating Technical Societies

Restricted Funds - Westpac Short Term Investments and Bank Funds

Energy Management Association Inc.	25,000	25,000
NZ Geotechnical Society Inc.	165,000	145,000
NZ Timber Design Society Inc.	55,000	50,000
Structural Engineering Society NZ Inc.	193,754	185,531
	<u>438,754</u>	<u>405,531</u>
Current Accounts with IPENZ		
Energy Management Association Inc.	(332)	4,165
NZ Geotechnical Society Inc.	7,333	13,424
NZ Institution of Gas Engineers Inc.	3,482	9,894
NZ Timber Design Society Inc.	4,961	6,238
Society of Materials NZ Inc	332	889
Structural Engineering Society NZ Inc.	46,996	36,215
Totals	<u>501,526</u>	<u>476,356</u>

14. IPENZ Foundation and Benevolent Fund

Restricted Funds - Westpac Short Term Investments

IPENZ Benevolent Society	-	37,000
IPENZ Foundation	-	145,000
	<u>-</u>	<u>182,000</u>

Current Account with IPENZ

IPENZ Foundation	15,693	4,768
Totals	<u>15,693</u>	<u>186,768</u>

15. Capital Expenditure Commitments

Building Fitout Costs	<u>-</u>	<u>255,000</u>
-----------------------	----------	----------------

16. Reconciliation of Net Surplus with Net Cash Flow from Operating Activities

Net Surplus for the Year	362,113	374,990
Add Non Cash Item Depreciation	228,605	176,574
	<u>590,718</u>	<u>551,564</u>
Add (Less) Movements in Working Capital		
Restricted Bank Funds IPENZ Benevolent Society and IPENZ Foundation	182,000	(28,303)
Restricted Bank Funds Collaborating Technical Societies	(33,223)	61,364
Accounts Receivable and Inventory	40,341	68,044
Prepaid Expenses	(44,772)	18,305
Goods and Services Tax Receivable	(1,520)	(102,166)
Accounts Payable	29,189	15,593
Income in Advance Futureintech Contract	50,956	861,645
Income in Advance Competency Assessments	209,242	150,200
Income in Advance CPEng Applicants	(30,224)	(26,768)
Income in Advance Other	316,925	(54,069)
Provision for Holiday Pay	5,097	5,934
IPENZ Foundation and Benevolent Society	(171,075)	63,374
Collaborating Technical Societies	25,170	(51,122)
Special Funds and Trusts	-	(35,695)
Net Cash Flow from Operating Activities	<u>1,168,824</u>	<u>1,497,900</u>

17. Direct Expenses Contracts

These are the direct contract expenses for the Futureintech, GIPI and other contracts.

FINANCIAL STATEMENTS CONTINUED



AUDIT REPORT TO THE TRUSTEES OF THE IPENZ BENEVOLENT SOCIETY

We have audited the financial statements on pages 49 to 52. The financial statements provide information about the past financial performance of the IPENZ Benevolent Society and its financial position as at 30 September 2005. This information is stated in accordance with the accounting policies set out on page 51.

Trustees' Responsibilities

The Trustees are responsible for the preparation, in accordance with New Zealand law and generally accepted accounting practice, of financial statements which fairly reflect the financial position of the IPENZ Benevolent Society as at 30 September 2005 and the results of operations for the year ended on that date.

Auditors' Responsibilities

It is our responsibility to express to you an independent opinion on the financial statements presented by the Trustees.

Basis of Opinion

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial statements. It also includes assessing:

- the significant estimates and judgements made by the Trustees in the preparation of the financial statements, and
- whether the accounting policies are appropriate to the IPENZ Benevolent Society circumstances, consistently applied and adequately disclosed.

We conducted our audit in accordance with New Zealand Auditing Standards except that our work was limited as explained below. We planned and performed our audit to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to obtain reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Other than in our capacity as auditors we have no relationship with or interests in the IPENZ Benevolent Society.

Qualified Opinion

A portion of the Society's revenue is derived from donations and bequests, which vary from period to period as to their sources and amounts. As is common with other organisations that derive revenue from donations and bequests, there are no practical procedures available to us to determine that all donations and bequests made have been accounted for.

In this respect alone we have not obtained all the information and explanations that we have required.

In our opinion, except for adjustments that might have been found to be necessary had we been able to obtain sufficient assurance regarding revenue from donations and bequests, the financial statements on pages 49 to 52 fairly reflect the financial position of the Society as at 30 September 2005 and the results of its operations for the year ended on that date.

Our audit was completed on 24 November 2005 and our unqualified opinion is expressed as at that date.



CHARTERED ACCOUNTANTS
WELLINGTON, NEW ZEALAND

INSTITUTION OF PROFESSIONAL ENGINEERS NZ INC – (BENEVOLENT SOCIETY)

Statement of Financial Performance

For the Year Ended 30 September 2005

	Note	2005 \$	2004 \$
Income			
Investment Income			
Dividends Received		8,694	13,715
Interest Received		2,757	4,063
Realised Investment Gains (Losses)		20,589	(1,338)
Unrealised Investment Gains		-	21,436
Less Investment Management Fees		(4,005)	(5,180)
Net Investment Income		28,035	32,696
Add Donations and Bequests		-	3
Total Income		28,035	32,699
Less Benevolent Fund Grants		-	-
Less Administration Expenses			
Accountancy Fees		-	600
Audit Fees		-	450
General Expenses		925	868
Legal Fees		2,758	-
Total Administration Expenses		3,683	1,918
Total Expenses		3,683	1,918
Net Income		24,352	30,781

Statement of Movements in Equity

For the Year Ended 30 September 2005

Opening Balance		461,292	430,511
Plus Net Income		24,352	30,781
Less Funds transferred to IPENZ Foundation	1 & 4	(485,644)	-
Total Equity		-	461,292

The accompanying notes form part of these financial statements

FINANCIAL STATEMENTS CONTINUED

INSTITUTION OF PROFESSIONAL ENGINEERS NZ INC – (BENEVOLENT SOCIETY)


Statement of Financial Position

As at 30 September 2005

	Note	2005 \$	2004 \$
Current Assets			
Westpac		-	1,493
Interest Receivable		-	7
Taxation Refundable		-	1,678
Total Current Assets		-	3,178
Non Current Assets			
Investments	5	-	459,164
Total Assets		-	462,342
Less Current Liabilities			
Accounts Payable		-	1,050
Net Assets		-	461,292
Represented By:			
Total Equity		-	461,292

The accompanying notes form part of these financial statements

For and on behalf of the Board


.....President


.....Secretary

Date: 24th November 2005

Notes to the Financial Statements

For the Year Ended 30 September 2005

1. Statement of Accounting Policies

Reporting Entity

The financial statements presented here are for the reporting entity Institution of Professional Engineers NZ Incorporated Benevolent Society (“the Society”).

Reporting and Measurement Basis

The financial statements are not prepared on a going concern basis as at the 2003 Annual General meeting of the Society it was unanimously agreed that the Management Committee (“The IPENZ Board”) seek the consent of members to the “voluntary dissolution of the Society and that the property and effects of the Society be gifted to the IPENZ Foundation”. The Management Committee has now received the consent from 75% of the members and is currently in the process of voluntary dissolution.

All assets and liabilities at 30 September 2004 were recorded at their current realisable value. At 30 September 2005 all the Society assets had been liquidated, all the Society liabilities had been paid and the net funds were transferred to the IPENZ Foundation.

Differential Reporting

The Society is a qualifying entity within the Institute of Chartered Accountants of New Zealand Differential Reporting Framework. The Society qualifies under the size criteria and because it is not publicly accountable. The Society has taken advantage of all differential reporting exemptions available to it.

Taxation

The Society is a charitable organisation. It is not subject to Income Tax.

Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

2. Registration of Benevolent Society

In June 1986 The Institution of Professional Engineers New Zealand Incorporated registered the rules of the Benevolent Society under the Friendly Societies and Credit Unions Act 1982.

3. Related Party Transactions

The Institution of Professional Engineers New Zealand Inc provides accounting and administration services to the Society. There were no other related party transactions during the year ended 30 September 2005.

4. IPENZ Foundation

During the year the IPENZ Benevolent Society Bank Account and Investments were liquidated, its liabilities paid and the net funds transferred to the IPENZ Foundation.

FINANCIAL STATEMENTS CONTINUED

	2005	2004
	\$	\$
5. Investments		
Short Term Deposits and Bonds		
WestpacTrust – Short Term Investment	-	37,000
Strategic Asset Management – NZ Dollar Call Account	-	8,881
Strategic Asset Management – Australian Dollar Call Account	-	14,165
NZ Government 8% Bonds Maturing 15-4-04	-	-
Strategic Asset Management – International Fixed Interest	-	55,019
	<u>-</u>	<u>115,065</u>
Equities and Unit Trusts		
BT Smallers Companies Fund	-	27,215
ING (NZ) Limited – Property Securities Fund	-	17,256
ING (NZ) Limited – NZ Share Fund	-	30,795
MLC Investments Limited – Platinum Global Fund	-	48,294
MLC Investments Limited – Property Securities Fund	-	25,813
NZ Funds Management Ltd – Dividend Yield Fund	-	29,030
NZ Funds Management Ltd – Global Equity Small Companies	-	19,415
Sovereign Colonial First State – Tasman Shares Trust	-	23,050
Strategic Asset Management – Australasian Equities	-	33,864
Strategic Asset Management – International Equities	-	89,367
	<u>-</u>	<u>344,099</u>
Total Investments	<u>-</u>	<u>459,164</u>

AUDIT REPORT TO THE TRUSTEES OF THE IPENZ FOUNDATION

We have audited the financial statements on pages 54 to 57. The financial statements provide information about the past financial performance of the IPENZ Foundation and its financial position as at 30 September 2005. This information is stated in accordance with the accounting policies set out on page 56.

Trustees' Responsibilities

The Trustees are responsible for the preparation, in accordance with New Zealand law and generally accepted accounting practice, of financial statements which fairly reflect the financial position of the IPENZ Foundation as at 30 September 2005 and the results of operations for the year ended on that date.

Auditors' Responsibilities

It is our responsibility to express to you an independent opinion on the financial statements presented by the Trustees.

Basis of Opinion

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial statements. It also includes assessing:

- the significant estimates and judgements made by the Trustees in the preparation of the financial statements, and
- whether the accounting policies are appropriate to the IPENZ Foundation circumstances, consistently applied and adequately disclosed.

We conducted our audit in accordance with New Zealand Auditing Standards except that our work was limited as explained below. We planned and performed our audit to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to obtain reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Other than in our capacity as auditors we have no relationship with or interests in the IPENZ Foundation.

Qualified Opinion

A portion of the Foundation's revenue is derived from donations and bequests, which vary from period to period as to their sources and amounts. As is common with other organisations that derive revenue from donations and bequests, there are no practical procedures available to us to determine that all donations and bequests made have been accounted for.

In this respect alone we have not obtained all the information and explanations that we have required.

In our opinion, except for adjustments that might have been found to be necessary had we been able to obtain sufficient assurance regarding revenue from donations and bequests, the financial statements on pages 54 to 57 fairly reflect the financial position of the Foundation as at 30 September 2005 and the results of its operations for the year ended on that date.

Our audit was completed on 24 November 2005 and our unqualified opinion is expressed as at that date.



**CHARTERED ACCOUNTANTS
WELLINGTON, NEW ZEALAND**

FINANCIAL STATEMENTS CONTINUED

IPENZ FOUNDATION

Statement of Financial Performance For the Year Ended 30 September 2005

	Note	2005 \$	2004 \$
Income			
Investment Income			
Dividends Received		685	-
Interest Received		15,268	5,725
Unrealised Investment Gains		4,511	-
Exchange (Losses)		(1,113)	-
Less Investment Management Fees		<u>(125)</u>	<u>-</u>
Net Investment Income		<u>19,226</u>	<u>5,725</u>
Donations and Bequests			
Funds transferred from Steel and Tube Scholarship	-		22,820
Funds transferred from EEAC Fund	-		14,724
Funds transferred from IPENZ Manawatu Branch	-		5,000
Donations	6,974		8,105
Total Donations and Bequests		<u>6,974</u>	<u>50,649</u>
Total Income		<u>26,200</u>	<u>56,374</u>
Less Expenses			
Audit Fees	2,250		1,125
Legal Fees	3,375		-
Foundation Newsletter	2,115		-
Scholarship - National	-		5,000
Scholarship - Taranaki	5,000		5,000
Scholarship - Manawatu	5,000		-
Sponsor NZ Excellence Awards	16,875		-
Sponsor Student Bus Trip to Engineering Sites	785		-
Sundry Expenses	731		-
Total Expenses		<u>36,131</u>	<u>11,125</u>
Net (Deficit) Income		<u>(9,931)</u>	<u>45,249</u>

Statement of Movements in Equity For the Year Ended 30 September 2005

Opening Balance		148,643	103,394
Plus (Less)			
Net (Deficit) Income		(9,931)	45,249
Funds transferred from IPENZ Benevolent Society	3	485,644	-
Total Equity		<u>624,356</u>	<u>148,643</u>

The accompanying notes form part of these financial statements

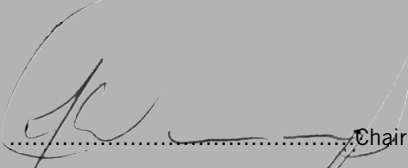
IPENZ FOUNDATION

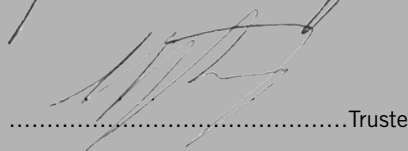
Statement of Financial Position As at 30 September 2005

	Note	2005 \$	2004 \$
Current Assets			
Westpac Cheque Account		501	-
Westpac Short Term Investment		-	145,000
IPENZ Current Account		15,693	4,768
Total Current Assets		<u>16,194</u>	<u>149,768</u>
Non Current Assets			
Investments	5	610,537	-
Total Assets		<u>626,731</u>	<u>149,768</u>
Less Current Liabilities			
Accounts Payable		2,375	1,125
Net Assets		<u>624,356</u>	<u>148,643</u>
Represented By:			
Total Equity		<u>624,356</u>	<u>148,643</u>

The accompanying notes form part of these financial statements

For and on behalf of the Foundation's Trustees


.....Chair


.....Trustee

Date: 23rd November 2005

FINANCIAL STATEMENTS CONTINUED

IPENZ FOUNDATION

Notes to the Financial Statements For the Year Ended 30 September 2005

1. Statement of Accounting Policies

Reporting Entity

The financial statements presented here are for the reporting entity IPENZ Foundation.

Reporting Basis

The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand.

Differential Reporting

The Foundation is a qualifying entity within the Institute of Chartered Accountants of New Zealand Differential Reporting Framework. The Foundation qualifies under the size criteria and because it is not publicly accountable. The Foundation has taken advantage of all differential reporting exemptions available to it.

Measurement Base

The measurement base adopted is historical cost, except for investments which are recorded on the Statement of Financial Position at market value. Both realised gains and losses, and unrealised gains and losses are recorded on the Statement of Financial Performance.

Investments

Equity Investments are stated at market value as quoted by the relevant exchange at balance date. Other investment are recorded at values determined by the investment manager at balance date. The market valuations do not include an allowance for selling costs.

Foreign Currency Transactions

Transactions in foreign currencies are translated at the New Zealand rate of exchange ruling at the date of the transaction. At balance date, foreign monetary assets and liabilities are translated at the closing rate, and exchange variations arising from these translations are included in the Statement of Financial Performance. Unrealised foreign exchange gains and losses represent the translation of foreign denominated assets and liabilities.

Taxation

The Foundation is a charitable organisation. It is not subject to Income Tax.

Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

2. Registration of IPENZ Foundation

In February 2002 The Institution of Professional Engineers New Zealand Incorporated registered the IPENZ Foundation as a Charitable Trust under the Charitable Trusts Act 1957.

3. IPENZ Benevolent Society

Following the approval by 75% of the IPENZ Members the IPENZ Benevolent Society was wound up during the year and its net assets totalling \$485,644 were transferred to the IPENZ Foundation.

4. Related Party Transactions

The Institution of Professional Engineers New Zealand Inc provides accounting and administration services to the Foundation. There were no other related party transactions during the year ended 30 September 2005.

5. Investments

During the year the IPENZ Foundation appointed ABN AMRO Craigs Ltd as Investment Manager and \$600,000 was transferred to them on 1 July 2005. The Investments managed by ABN AMRO Craigs at 30 September 2005 are as follows:

	2005	2004
	\$	\$
Cash and Short Term Deposits		
ACC Ltd CCM – NZD Call Account	128,045	-
ACC Ltd CCM – AUD Call Account	24,040	-
ACC Ltd CCM – GBP Call Account	41,541	-
ACC Ltd CCM – NZD Term Deposit	250,000	-
AUD Broker Account	204	-
Less ABN AMRO Craigs Ltd – NZD Broker Account	(30,200)	-
	<u>413,630</u>	<u>-</u>
Fixed Interest		
Fonterra Co-op Group Ltd – Bonds	39,682	-
Infratil – Bonds	30,000	-
Sky TV – Capital Notes	30,956	-
	<u>100,638</u>	<u>-</u>
NZ Equities		
Auckland International Airport	10,716	-
Freightway Holdings	12,375	-
Hellaby Holdings	13,618	-
	<u>36,709</u>	<u>-</u>
Australian Equities		
Australian Gas Light Company Ltd	9,474	-
Connect East Group – Partly Paid	8,928	-
CSL Ltd	10,158	-
QBE Insurance Group Ltd	9,883	-
	<u>38,443</u>	<u>-</u>
International Equities		
ishares DJ Select Dividend	8,997	-
	<u>8,997</u>	<u>-</u>
Property		
Kiwi Income Property Trust	12,120	-
	<u>12,120</u>	<u>-</u>
Total Investments	<u><u>610,537</u></u>	<u><u>-</u></u>

OFFICE BEARERS

IPENZ Board

President:

Roly Frost
General Manager –
Network Operations
Transit New Zealand
Wellington

Deputy President:

Peter Jackson
Pro Vice Chancellor
College of Engineering
University of Canterbury
Canterbury

Vice President:

Jeff Jones
Chief Executive
Environment Bay of Plenty
Waikato/Bay of Plenty
Tauranga

Immediate Past President:

Ian Parton
Development Director
Maunsell Ltd
Auckland

Board Members:

Sharyn Westlake
Engineer
Greater Wellington Regional
Council
Wellington
Elected 2004/2006

Richard Haverkamp
Institute of Technology &
Engineering
Massey University
Manawatu
Elected 2004/2006

Kelvin Walls
Principal
Building Code Consultants
Ltd
Auckland
Elected 2004/2006

Simon Aimer
Vice President
Rubicon Ltd
Auckland
Appointed 2004/2006

Deane McNulty
Director
McNulty Engineering
Management Ltd
West Coast
Elected 2005/2007

Ross Major
Director
Selkirk Consulting Ltd
Canterbury
Elected 2005/2007

Chris Mardon
Director
Energy Mad Ltd
Canterbury
Elected 2005/2007

Debbie McLellan
Fire Engineer/Director
OnFire Consulting Ltd
Waikato/Bay of Plenty
Hamilton
Appointed 2005/2007

Competence Assessment Board

Chair:

Paul Wilson
Dean – Faculty of Design &
Engineering
Christchurch Polytechnic
Inst. of Technology
Canterbury

Board Members:

Andrew Collow
Principal
Beca Carter Hollings &
Ferner Ltd
Auckland
Greg Lowe
Manager
Beca Carter Hollings &
Ferner Ltd
Wellington
Murray Brown
General Manager Strategy
Works Infrastructure Ltd
Silverdale
Auckland
(Resigned September 2005)

Michael Haydon
Technical Manager –
Operations
Works Infrastructure Ltd
Silverdale
Auckland
(Appointed September 2005)

Joanna Saywell
Senior Engineer
Cutriss Consultants Ltd
Wellington
(Appointed September 2005)

Basil Wakelin
(Standards and Accreditation
Board Rep)
Consulting Engineer
Wellington

Ross Major
(IPENZ Board Rep)
Director
Selkirk Consulting Ltd
Canterbury

Standards and Accreditation Board

Chair:

Basil Wakelin
Consulting Engineer
Wellington

Board Members:

Kevin Thompson
Chief Executive
Opus International
Consultants Ltd
Wellington
Geoff Hunt
CEO
THL Group
Auckland
Paul Sampson
Retired District Engineer
Manawatu

Paul Wilson
(Competence Assessment
Board Rep)
Dean – Faculty of Design &
Engineering
Christchurch Polytechnic
Inst. of Technology
Canterbury

Richard Haverkamp
(IPENZ Board Rep)
Institute of Technology &
Engineering
Massey University
Manawatu

Bob Hodgson
Director – School of
Engineering & Technology
Massey University
Manawatu

Engineering Practice Board

Chair: Murray Milner Chief Technology Officer Telecom New Zealand Ltd Wellington	Bill Darnell Chief Civil Engineer Opus International Consultants Ltd Wellington	Adam Thornton Director Dunning Thornton Consultants Ltd Wellington	Andrew Campbell Beca AMEC Ltd Auckland
Board Members: Ian Mills Managing Director Management by Mills Ltd Wellington	Ron McDowall Dept of Civil & Environmental Engineering University of Auckland Auckland	Ross Mockett Senior Project Manager NZMP Engineering Services Waikato/Bay of Plenty Hamilton	Deane McNulty (IPENZ Board Rep) Director McNulty Engineering Management Ltd West Coast

IPENZ Audit Committee

Terms of Reference for the Audit Committee can be found on our website
http://www.ipenz.org.nz/IPENZ/Who_we_are/Organisation/AuditCommittee_ToR.pdf

Chair: Simon Aimer Board Member Auckland	Jeff Jones Vice President Waikato/Bay of Plenty Tauranga
Other: Peter Jackson Deputy President Canterbury	

IPENZ Foundation Trustees

Chair: John Cunningham Executive Director IPENZ Past President Auckland	Brian Cashin Principal Legal Adviser Building Industry Authority Wellington
Other: Warwick Bishop Retired Nelson/Marlborough	Steve Gentry Company Director Retired Wellington
Carolyn Thomas-Lewis Consulting Engineer Wellington	Dennis Chapman Company Director Christchurch

Investigating Committee

Chair:
Neville Beach
Retired Consultant
Wellington

Alternate Chairs:

Brian Hasell
Wellington Regional Manager
Transit New Zealand
Wellington

David Bunting
General Manager
(International)
Opus International
Consultants Ltd
Wellington

Heritage Committee

Chair:
Rob Aspden
Retired
Wellington

Disciplinary Committee

Chair:
Alan Bickers
Catalyst Management
Services Ltd
Waikato/Bay of Plenty
Tauranga

Alternate Chairs:

Peter McCombs
Director
Traffic Design Group Ltd
Wellington

Jenny Culliford
Industrial Manager
Sinclair Knight Merz Ltd
Wellington

BRANCH DIRECTORY

Auckland

Chair: Bruce Grayson

Canterbury

Chair: Steve Abley

East Coast

Chair: Graham Mackey

Hawkes Bay

Chair: William Gray

Manawatu

Chair: William Parker

Nelson/Marlborough

Chair: Jules Fulton

Northland

Chair: Fraser Campbell

Otago

Chair: John Block

South Canterbury

Chair: Alister Anderson

Southland

Chair: Craig Barrow

Taranaki

Chair: John Porter

Tauranga

Chair: Graham Rundle

Waikato/Bay of Plenty

Chair: Simon Lovatt

Wanganui

Chair: Robert van Bentum

Wellington

Chair: Marshall Clark

West Coast

Chair: Mark Healey

United Kingdom

Chair: Jonathon Gammon

TECHNICAL AND SPECIAL INTEREST GROUPS

Electrotechnical Group

Administrator: John Gardiner

Food Engineering Association of New Zealand

Chair: Dong Chen

Immigrant Engineers

Chair: Namir Amso

Maintenance Engineering Society New Zealand

Chair: Mike Killick

Mechanical Engineering Group

Chair: Bill Maxwell

New Zealand Coastal Society

Chair: Lucy Brake

New Zealand Society on Large Dams

Chair: Peter Mulvihill

New Zealand Society for Sustainability Engineering and Science

Chair: Carol Boyle

Road Transport Certifying Engineers

Chair: Hamish Munro

Society of Fire Protection Engineers

Chair: Martin Feeney

Transportation Group

Chair: Alan Nicholson

Young Engineers of New Zealand

Chair: Craig Giaggio

COLLABORATING TECHNICAL SOCIETIES

Energy Management Association

Chair: John Rutherford

Society of Materials New Zealand Incorporated

Chair: Deliang Zhang

New Zealand Geotechnical Society

Chair: Kevin McManus

New Zealand Institution of Gas Engineers

Chair: Peter Thorley

New Zealand Society for Earthquake Engineering

Chair: Richard Sharpe

Society of Chemical Engineers New Zealand

Chair: Brian Earl

Structural Engineering Society New Zealand

Chair: Barry Davidson

Timber Design Society

Chair: Ken McIntosh

IPENZ ENDORSED EMPLOYERS

The IPENZ Endorsed Employer programme recognises organisations that acknowledge their responsibility in the career development of their professional staff. Graduates employed by IPENZ Endorsed Employers are provided with structured support and guidance in developing engineering

Maunsell Ltd

Sinclair Knight Merz Ltd

Traffic Design Group Ltd

Tonkin & Taylor Ltd

Opus International Consultants Ltd

Fraser Thomas Ltd

Beca Group of Companies

Transit New Zealand

Works Infrastructure Ltd

Meridian Energy Ltd

Harrison Grierson Consultants Ltd

Metrowater

MWH NZ Ltd

Lewis and Barrow Ltd

Transfield Worley

Fulton Hogan Ltd

competence to a professional level and have ongoing programmes to maintain their competence in the long-term. This benefits both the individual engineer and the employing organisation.

VK Consulting Environmental Engineering Ltd

Transpower Ltd

Fonterra Co-operative Group Ltd

URS New Zealand Ltd

GHD

Connell Wagner

Holmes Consulting Group

Shell Todd Oil Services Ltd (STOS)

Gabites Porter Ltd

Fletcher Construction Ltd (Engineering Division)

North Shore City Council

IRL – Biopharm

Watercare Services Ltd

Palmerston North City Council

Don Thomson Consulting

STAFF DIRECTORY AS AT 30 SEPTEMBER 2005

Andrew Cleland
Chief Executive

Responsible for identifying, defining and progressing the goals and objectives of IPENZ as set by the Board. Overall management of the National Office, ethical issues or complaints against Members and submissions to the government.

Judith Evans
Executive Assistant

Provides administration support to the Chief Executive and Director – Operations. Co-ordinates Board meetings, human resources administration, travel and accommodation arrangements.

Publications, Policy, Practice and Promotions Team
Charles Willmot

Director – Engineering

Co-ordinates promotion of the engineering profession to the public and decision-makers, neighbourhood engineers, awards and engineering heritage, appointments of engineers to governance roles, recruitment strategies, Members' access to international engineering knowledge and continuing professional development events.

Dionne Needham
PA/Desktop Publisher

Provides PA support to the Director – Engineering. Provides desktop publishing, particularly of *engineering dimension*, *engineering direct*, and the annual report. Coordinates IPENZ Awards.

Andrew Clark
Engineering Practice Manager

Engineering practice issues: investigates complaints about ethical or competence issues, co-ordinates submissions on relevant discussion documents, codes and standards.

Leticia Dodson
Managing Editor

Publishes, manages and edits IPENZ promotional material and publications: *e.nz magazine*, *engineering direct*, *engineering dimension* and *engineering treNz*. Development of the IPENZ publications strategy.

Michelle Duffy (until 7 September)
Media Manager (part-time)

Maximises media opportunities to inform the public on engineering related matters of national and community interest, and to demonstrate how the engineering profession can contribute.

Kavita Kansara
Business Development Officer

Develops marketing systems and processes for the promotion of IPENZ's goods and services to encourage recruitment and retention of Members, and the improvement of career development programmes.

Shelley Pope
Policy Advisor

Undertakes research to assist in the development of policy for engineering practice across all disciplines. Assists with analysing the results and preparing submissions on policy issues impacting on the profession.

Jade McCaig
Design Manager

Manages all graphic design & print production activities for IPENZ, and responsible for the design of *e.nz magazine*, websites and new promotional material.

Charlotte Stapleton
Subeditor (part-time)

Provides proofreading, copyediting and writing skills to assist production of IPENZ printed and electronic publications.

Learning and Assessment Team

Brett Williams

Director – Learning and Assessment

Responsible for overall policy and procedures relating to engineering education and practice standards as well as responsibility for IPENZ career development services. Co-ordination of the accreditation of degrees, the graduate competency development programmes, liaison with industry and education providers.

Josie Nolan
PA

Provides PA support to the Director – Learning and Assessment, as well as administration support to the Learning and Assessment Team. Coordinates IPENZ short courses, Competency Assessment Board and Standards and Accreditation Board meetings.

Jeff Wastney
Registrar

Responsible for managing the development of competency standards and ongoing procedures for assessments for entry into competency-based Membership classes or registers (including CPEng).

Jeanette Van Barneveld
Assessment Quality Manager

Assists in the development and the implementation of procedures for competence assessments such as developing documentation, a pool of trained assessors, helping to develop the procedures for operating international registers and quality assurance of competence assessment procedures.

Sharon Wagg
Knowledge Services Manager

Manages the provision of seminars and short courses to meet the CPD needs of Members at all stages of their careers. Assists with accreditation of qualifications.

Trish Virtue**Competence Assessment Officer**

Co-ordinates assessment panel formation for competence assessments.

Kathryn McGavin**Branch Facilitator**

Provides a point of contact at National Office for IPENZ Branches, assists Branches to access services, share successful practices and provide programmes which are attractive to Members.

Manisha Weerasinghe**Projects Officer**

Data analysis for various projects as well as co-ordinating assessment panel formation for competence assessments.

Neil Fyfe**Engineering Assessor (part-time)**

Reviews CPD records and previews applications for competence assessment.

Operations Team**Jenny Ang****Director – Operations**

Manages the underpinning operational and administrative systems of IPENZ in respect of Membership administration, human resources, compliance activities, office infrastructure, information technology, finances and service contracts.

Brian Rumbelow**Information Systems Manager**

Installs, enhances and maintains the Institution's information technology infrastructure from both a hardware and software perspective. Manages the Membership record data system and communications channels.

Richard Sweetman**Financial Accountant (part-time)**

Responsible for the preparation of monthly and annual financial reports for IPENZ, Branches and Technical Interest Groups.

Alison Underwood**Office Manager**

Responsible for administrative management of National Office infrastructure and Membership services, handles salaries, banking and reconciliation.

Chris Burr**Sales Manager**

Sells advertising for *e.nz magazine*, *engineering direct* and other IPENZ publications, administers the JobHunt website and sells sponsorships for the annual Convention and Awards.

Dale Cooper**Internet Services Officer**

Set-up, development, maintenance and administration of the IPENZ websites. Provision of Internet related services for kindred organisations. Information technology support and administration.

Beau Broadhead**Web Developer**

Set-up, development, maintenance and administration of IPENZ and other hosted organisations' websites.

Curtis Vertongen**IT Support**

Supports in-house information technology hardware and software systems and the database records system.

Bub Konia**Membership Administrator**

Administers records and subscriptions for Technical and Special Interest Groups and Collaborating Technical Societies.

Claire Auger**Membership Administrator**

Processes applications for IPENZ Membership. Processes IPENZ subscriptions, enquiries and payment arrangements, Benevolent Society Administrator.

Saltanat Cole**Office Administrator**

Provides reception and office support, administrative duties for CPD and graduate training report activities, answers general Membership enquires, updates information for the website, provides external support for IPENZ Branches and the production of Branch newsletters.

Yma Lintern**Office Administrator**

Processes accounts payable for IPENZ, Branches and groups. Administers CPD short courses.

Abby Hassan**Junior Receptionist**

Reception and office support, administrative duties and servicing of meeting rooms.

Susan Weekes**Accounts Administrator (part-time)**

Processes subscription payments for IPENZ and other serviced groups.

Sue Cornwell**Administrative Assistant (part-time)**

Administers enquiries and distribution of Technical Group publications, IPENZ proceedings, sales of short form agreement and model conditions of engagement, invoicing of *e.nz magazine*.

STAFF DIRECTORY CONTINUED

Futureintech Team

Angela Christie

Director – Futureintech

Responsible for the development and implementation of the Futureintech Project – a government funded careers promotion initiative. Manages IPENZ school programmes including the Neighbourhood Engineer Award and promotion of engineering as a career.

Doug Buchanan

Futureintech Administrator/Project Officer

Supports the work of Futureintech staff and produces desktop-published information and resource materials. Responsible for administration and financial management.

Phil Sadgrove

Futureintech Facilitator Wellington

Supports the implementation of a range of career promotion activities by fostering positive relationships among students, caregivers, teachers, careers advisors, consultants, and volunteers.

Angela Hart

Futureintech Facilitator Auckland

Supports the implementation of a range of career promotion activities by fostering positive relationships among students, caregivers, teachers, careers advisors, consultants, and volunteers.

Bernadette Hannagan

Futureintech Facilitator Otago

Supports the implementation of a range of career promotion activities by fostering positive relationships among students, caregivers, teachers, careers advisors, consultants, and volunteers.

Gay Watson

Futureintech Facilitator Auckland

Supports the implementation of a range of career promotion activities by fostering positive relationships among students, caregivers, teachers, careers advisors, consultants, and volunteers.

Margaret Brunton

Futureintech Facilitator Central North Island

Supports the implementation of a range of career promotion activities by fostering positive relationships among students, caregivers, teachers, careers advisors, consultants, and volunteers.

Neil Potter

Futureintech Facilitator Christchurch

Supports the implementation of a range of career promotion activities by fostering positive relationships among students, caregivers, teachers, careers advisors, consultants, and volunteers.

Phil Rennie

Writer/Researcher

Researches, writes and edits external communications and resource materials for the Futureintech Project including the website, newsletters and promotional material.

Megan Rodden

Careers and Heritage Administrator (part-time)

Updates long-term Institutional records and assists with promoting engineering careers in schools.