

Survey  
and Spatial  
New Zealand  
TĀTAI WHENUA

**2022  
ANNUAL  
REPORT**

**THE 134<sup>TH</sup> ANNUAL REPORT AND AUDITED  
ACCOUNTS OF NEW ZEALAND INSTITUTE OF  
SURVEYORS INCORPORATED TRADING AS  
SURVEY AND SPATIAL NEW ZEALAND**

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## PRESIDENT'S REPORT

Another year, and despite hoping that this would be a year less impacted by the global pandemic, we have still felt its presence in a very real way. As a country, we moved away from lockdown and opened our borders again, with the inevitable outcomes that came with it – both positive and negative. It is fair to say that the ongoing pressure has had an impact on everyone's resilience. As well as that, the global situation including the events in Ukraine, and the passing of Queen Elizabeth have also been significant.

Amidst all of this, however, we have pressed forwards and have a lot to be proud of this year. These are some of the highlights for me:

Our annual conference in Rotorua was really fantastic – with another record turnout and some notable work behind the scenes to juggle the agenda real-time to contend with flight delays and illness. We had a great range of presenters and sponsors, and a wide range of stands in the exhibition hall. Coupled with a lavish awards evening, it was definitely a conference to remember. Congratulations to all the award recipients!

We also ran the 2021 NZ Spatial Excellence Awards, with our NZ awards evening (slightly delayed due to Covid) held in February this year. While it was a somewhat different event due to covid restrictions, I was so impressed with the range and quality of our finalists. I was also exceptionally proud of how well represented NZ was in the overarching APSEA awards at the Locate Conference in Canberra with four of our kiwi winners also taking out Asia-Pacific awards. Congratulations to Stuart Caie, Critchlow Geospatial Ltd, Stantec and

Tauranga City Council, and Fox and Associates. We have another round of finalists for the 2022 awards which will be held after AGM this year.

Other highlights included:

- signing an MOU with LINZ for Emergency Management Support – reflecting the hard work that has gone in to setting up our Resilience Volunteer group.
- the completion of the pilot for our new Certification for Land Development and Engineering Survey, with the review now underway and an eye on full implementation in early 2023.
- supporting the examinations review being undertaken by the CSLB to ensure cadastral licensing examinations are fit for purpose and aligned with modern assessment for the future.
- Establishment of working parties to support some of the priorities in our Letter of Expectation, including work on Registered Professional Surveyors, CPD offerings, and the future of the industry.

I was also fortunate to attend the 2022 FIG General Assembly in Warsaw, Poland – the first one I have had an opportunity to attend in person as President

due to Covid. With the theme “Volunteering for the Future – Geospatial Excellence for a Better Living” it reflected two key aspects that affect us all – the ongoing need for (and value of) volunteers in our organisation to help shape our ongoing success, and the ongoing, significant changes that are affecting our profession that cannot be ignored. It was also good to see one of our kiwi delegates – Simon Ironside - presenting a keynote address on ‘Mapping the Plastic’.

There was a strong message in FIG – which I would like to echo for us here at S+SNZ - around the importance of including and encouraging young professionals to get involved, and their role in shaping our future.

More generally, it’s an exciting time for our industry with the launch of SouthPAN (Southern Positioning Augmentation Network) and the early Open Signals now live, which I believe will have a big impact on the democratisation and value of precise positioning for NZ. The STEP program has also been making good progress, with the view of enabling our next generation Survey and Title system in line with other advances in this space. Both of these initiatives are being led

by LINZ for NZ, and we always appreciate the relationship we have with them and the opportunities to collaborate and contribute to these important initiatives.

As always, a huge thanks to Ashley and all in the National Office, Mike and the Board, all the volunteers from our various streams, divisions, committees, working parties, and branches who contribute so much to our profession, and last but not least the fantastic Council for all of your work this year. Thank you – sincerely.

This is my last year as President – probably S+SNZ’s first ‘Zoom’ president thanks to the lockdowns and restrictions that started almost as I did, and have finally ended as I exit. It was not entirely what I was anticipating when I started, but an experience I have valued and am immensely grateful for. I know we have started some great initiatives and the organisation has a fantastic group of people who are dedicated to driving us forwards, so I know it’s in great hands and there’s a positive future ahead.

*Ngā mihi nui  
Dr Kat Salm*



## BOARD CHAIR REPORT

The 2022 financial year presented new and ongoing challenges to S+SNZ which have been met positively by all involved. In recognising the need for greater value for S+SNZ members, the Board has proactively challenged our operations and worked closely with National Office to achieve the expectations of the Council as set out in their Letter of Expectation.

Ashley and his team (Jan, Jenny, Libby, Jayne, Tara, and Ron) in National office can be proud of their achievements this year and together we can work toward better understanding the current and future risks facing S+SNZ.

We continue to show sound results in our financial accounts for the year and this has been made possible not only by the effective performance of the National Office team but also from the support of our members and commercial partners. Without this support we would be unable to fund many of the activities and initiatives achieved this year.

Our Board has worked closely with Council to ensure we stay current with their direction and expectations while still looking to the future. This teamwork with National Office and Council is critical to the operations of our organisation.

Earlier in the year we initiated a search for new Board members. Following formal interviews, recommendations, and approvals, we welcomed Gill Lawrence to her first meeting in August as an independent member of the Board.

I would like to take this opportunity to thank Thomas Gibbons, Michelle Bain, Elaine McAlister, Adam Musa and Gill for their time and effort over the last 12 months to contribute to a successful year and we look forward to your continued support.

On behalf of the Board, I would like to thank Kat Salm for her attendance and contribution at Board meetings over the last 3 years which has been invaluable in providing the important connection between Council and the Board. We will definitely miss Kat's energy and support, and we look forward to having Andrew Perry continue Kat's great work with the Board.

S+SNZ have had a successful year. In looking forward, we have instigated Working Groups to review RPSurv, CPD policy and the Future of Work discussion and planning programmes which will ensure we continue to look at ourselves as a professional organisation and how we position ourselves to remain relevant in the Survey and Spatial industries.

*Mike Benning*  
*Board Chair*



## CHIEF EXECUTIVE'S REPORT

When I commenced with Survey and Spatial NZ back in February 2020 it was on the strict understanding that I only wanted to be in the role for 12 months. I saw my purpose as 'modernising' the organisation, finetuning the staff structure, and stabilising the financial position of Survey and Spatial NZ so as to withstand any unexpected shocks.

Little did I know that that unexpected shock would hit just a month later and, before I knew it, my first 12 months had been eaten up with the business of keeping the organisation running through the worst part of a global pandemic – as did many of those reading this.

Fortunately, we were able to use that time effectively. We reconfigured our National Office, bringing in new people with substantial experience in the industry and redefining their roles to better reflect a modern organisation with an eye to the future. For that, I owe an enormous debt of gratitude to my amazing team – Jan, Jenny, Libby, Jayne, and Tara (and Ron, who, while not strictly a member of the team has done much to tidy up our various policies).

As a result of the hard work of these incredible people we've ticked off yet another year in which we have achieved many of the goals we had set for ourselves, as well as rising to the challenges set by the Council, as set out in their annual Letter of Expectation. We've continued the redesign of our communications, hosted a series of successful live and virtual events catering to the needs and aspirations

of our membership, hosted record numbers of candidates in professional examinations around the country, run yet another hugely successful Conference, re-energised our National Awards program by recognising excellence across a greater range of professions at an Annual Black Tie event, taken up the challenge of hosting the annual Spatial Excellence Awards, launched the Emerging Leaders program to ensure that our younger members become part of our Governance structure sooner, and developed a modern professional certification program which will soon transform the way that some of us establish our bona fides with clients and Local Authorities.

And while all this was happening, we maintained and grew our membership and continued to improve our financial position.

Despite this, there's still more work to be done. In particular, we need to continue to improve our effectiveness in advocacy and lobbying for the needs of our members, and we need to embark upon a much more ambitious marketing program so as to profile the work of our members in order to grow our membership in non-traditional surveying and spatial professions.

Through all this, my one year has become (almost) three and I still have plenty of energy for the task ahead – but there's one pending change which will leave the organisation a little less than it has been. Throughout my entire time with Survey and Spatial NZ, Kat Salm has been our President (and my friend) – the last year of that at the request of myself and Council so as to complete the many initiatives which started on her watch. Kat and I took a while to adapt to each others style – but once we did so, we developed a working relationship which ranks among the best in my forty plus year career. I can't speak highly enough of Kats commitment to her time as President, nor the enormous respect I have developed for her over that time. Her energy, her vision, her tenacity, and her outstanding leadership have left this organisation in a very strong position from which to face the future.

I wish her every success in the future and will continue to seek her wisdom and counsel for as long as she is prepared to offer it.

Finally, I offer my sincere thanks and gratitude to our new(ish) Board Chair, Mike Benning. Mike handled the transition to the Chairmans role seamlessly and very quickly became a tower of strength and a source of calm wisdom and invaluable knowledge to me and my team. Mikes professional approach to the business of the Board has been a big part of our ongoing success and his trust and wise counsel has enabled us to continue to meet our goals.

In Kat, and Mike, along with the members of Council and the Board, we have a Governance and Management and structure of which we can be proud and through which we continue to support the needs of our professions.

*Ashley Church*  
*Chief Executive*

# COUNCIL AND BOARD MEETINGS

## Council Meetings

Council meetings were held:

**2021:** 14 July, 8 September, 14 October, 3 November, 8 December

**2022:** 10 February, 24 March, 12/13 May, 2 June.

### *Council 2021 -2022*

#### **President**

Kat Salm, Christchurch

#### **Vice-President**

Andrew Perry, Christchurch

#### **Councillors**

Michael Cutfield (Engineering Stream)

Karl Wilton (Cadastral Stream)

Stuart Caie (Hydrography Stream)

Campbell Burrows (Land Development and Urban Stream)

Emma Cook, Auckland (Young Professionals)

Charlotte Dawson, Wellington  
(Women in Surveying/Spatial)

Bruce Robinson, Wellington  
(Positioning & Measurement Stream)

Jasmine Callosa-Tarr, Wellington (Spatial Stream)

Richard Hemi, Dunedin (Tertiary)

Karl Fox, Christchurch (CSNZ)

Bruce Walker, (Technicians)

Erin Cameron (General)

Andrew Blackman (General)

## Board Meetings

Board meetings were held on the following dates:

**2021:** 26 August, 21 October

**2022:** 3 March, 21 April, 16 June.

### *Board 2021-2022*

#### **Chair**

Daniel Williams, Auckland,  
Mike Benning, Auckland

#### **Board Members**

Thomas Gibbons, Hamilton  
(Independent)

Michelle Bain, Auckland  
(Voting member)

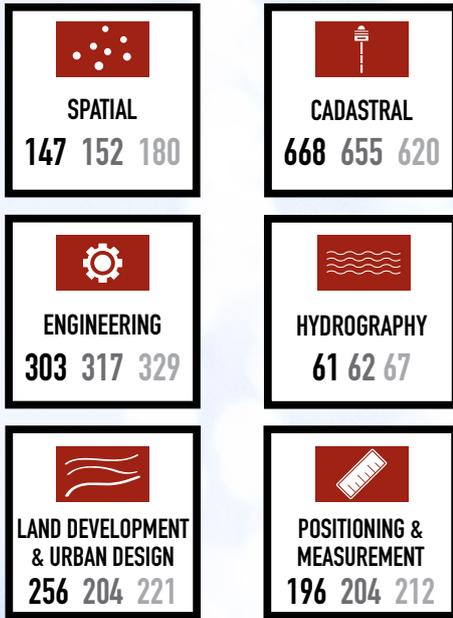
Elaine McAlister  
(Voting member)

Adam Musa  
(Emerging Leader)

Kat Salm, Christchurch,  
President (ex-officio).

# MEMBERSHIP DEMOGRAPHICS & STATS

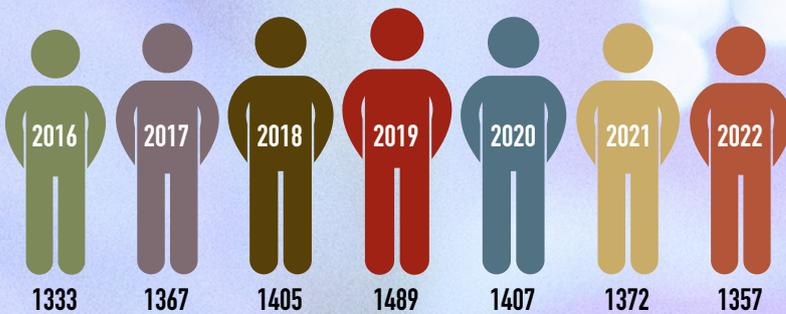
Professional Streams  
2022 2021 2020



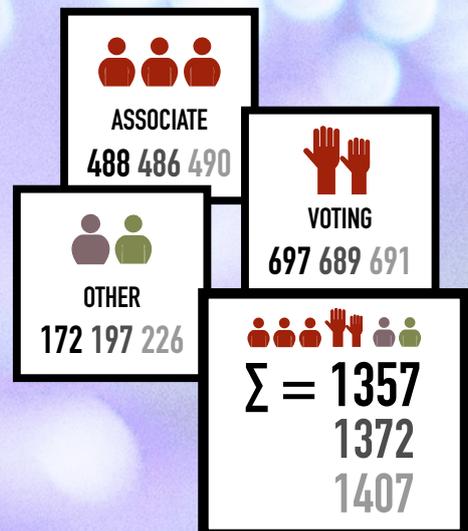
Branch Numbers 2022 cf 2021



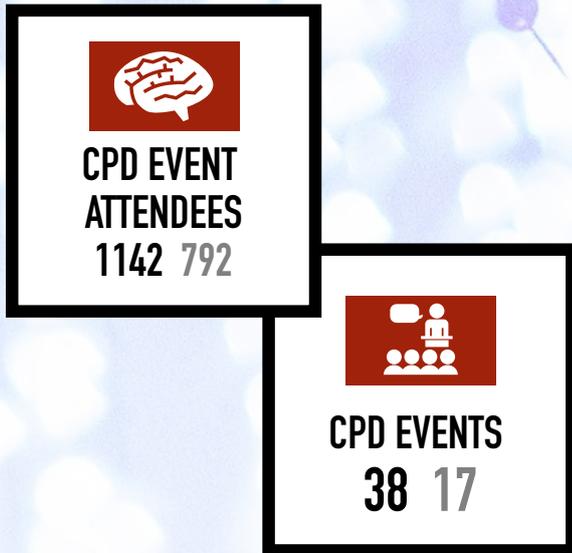
Membership 2016–2022



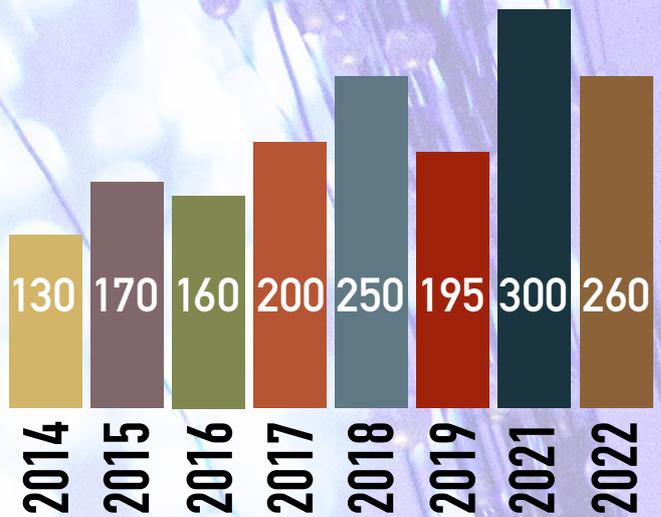
Membership Types 2022 2021 2020



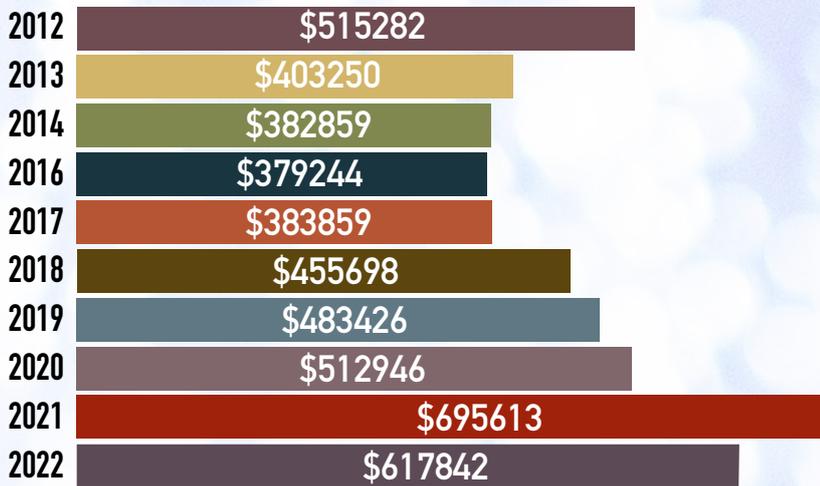
## Events 2022 2021



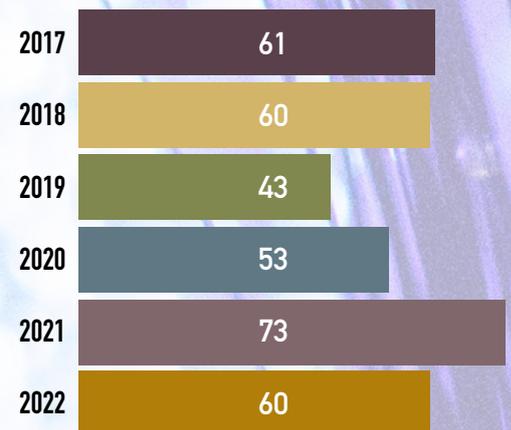
## Annual Conference Attendance



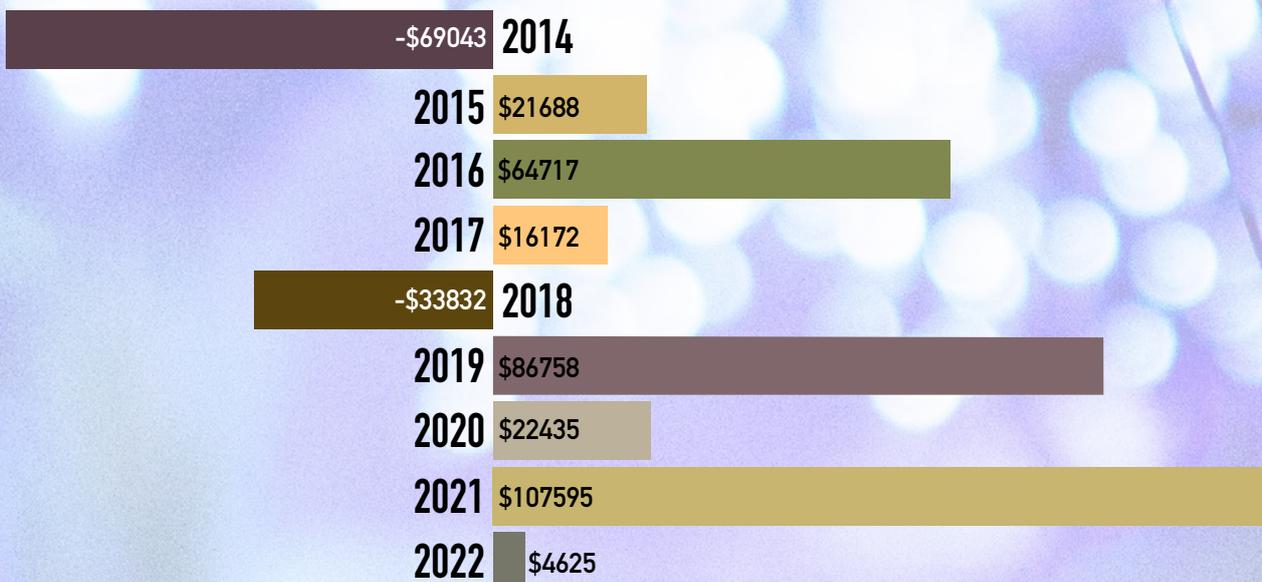
## Investment Growth



## Number of Vacancy Listings on S+SNZ Jobs Board



## Financial Position



## COUNCIL COMMITTEES and BOARD SUPPORT

Reports from the various Council committees, branches, streams, divisions and special interest groups are available on the web page accessed by clicking on the image below:



## OBITUARIES

Malcolm Archbold  
Auckland

Charlene Phoung  
Dunedin

Dr David Goodwin  
Auckland

Barrie Shute  
Lower Hutt

Ron Jackson  
Wellington

# Annual Report

Survey and Spatial New Zealand  
For the year ended 30 June 2022

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- 6 Statement of Profit or Loss
- 8 Statement of Movements in Equity
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# Independent auditor's report

## To the Members of Survey and Spatial New Zealand

### Opinion

We have audited the special purpose financial statements of Survey and Spatial New Zealand on pages 5 to 14, which comprise the statement of financial position as at 30 June 2022 and the statement of profit or loss, and statement of movements in equity for the year then ended, and notes to the special purpose financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements of Survey and Spatial New Zealand for the year ended 30 June 2022 are prepared, in all material respects, in accordance with the accounting policies set out in the statement of accounting policies of the special purpose financial statements.

### Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)). Our responsibilities under those standards are further described in the 'Auditor's responsibilities for the audit of the special purpose financial statements' section of our report.

We are independent of Survey and Spatial New Zealand in accordance with Professional and Ethical Standard 1 (Revised) 'Code of ethics for assurance practitioners' issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than our capacity as auditor we have no relationship with, or interests in, Survey and Spatial New Zealand.

### Emphasis of Matter: Basis of Accounting and Restriction on Distribution and Use

Without modifying our opinion, we draw attention to Note 1 to the special purpose financial statements, which describes the basis of accounting. The special purpose financial statements are prepared to assist the Survey and Spatial New Zealand to meet the requirements of its rules, and to assist in assessing obligations to the commissioner of Inland Revenue. As a result, the special purpose financial statements may not be suitable for another purpose. Our report is intended solely for Survey and Spatial New Zealand and its Board and should not be distributed to parties other than Survey and Spatial New Zealand.

### Board's responsibilities for the special purpose financial statements

The Board are responsible on behalf of Survey and Spatial New Zealand for the preparation of these special purpose financial statements in accordance with the accounting policies set out in the statement of accounting policies of the special purpose financial statements and for such internal control the Board determine is necessary to enable the preparation of special purpose financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Board are responsible on behalf of Survey and Spatial New Zealand for assessing Survey and Spatial New Zealand's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of

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accounting unless the Board either intend to liquidate Survey and Spatial New Zealand or to cease operations, or have no realistic alternative but to do so.

**Auditor’s responsibilities for the audit of the special purpose financial statements**

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

A further description of the auditor’s responsibilities for the audit of the special purpose financial statements is located at the XRB’s website at <http://www.xrb.govt.nz/standards-for-assurance-practitioners/auditors-responsibilities/audit-report-8/>



**Moore Markhams Wellington Audit** | Qualified Auditors, Wellington, New Zealand  
20 October 2022

# Statement of Financial Position

## Survey and Spatial New Zealand

As at 30 June 2022

	NOTES	30 JUN 2022	30 JUN 2021
<b>Assets</b>			
<b>Current Assets</b>			
Bank Accounts & Cash		230,713	168,603
Accounts Receivable		34,544	35,573
Forsyth Barr Cash Management Accounts	2	12,949	61,951
Prepayments		44,834	83,687
Kairuri Community Trust Loan (Current Portion)		-	4,000
<b>Total Current Assets</b>		<b>323,039</b>	<b>353,814</b>
<b>Non-Current Assets</b>			
Fixed Assets	3	10,572	8,818
Investments		597,482	633,662
<b>Total Non-Current Assets</b>		<b>608,054</b>	<b>642,480</b>
<b>Total Assets</b>		<b>931,093</b>	<b>996,294</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Credit Cards		2,466	7,510
Accounts Payable		17,871	8,108
Accrued Expenses		13,207	12,138
GST Payable		1,361	19,879
Income Tax Payable		(1,097)	5,305
Employee Entitlements		30,482	55,033
Income in Advance		245,935	259,605
Unapplied income		3,026	-
Kairuri Community Trust Advance		-	15,500
<b>Total Current Liabilities</b>		<b>313,251</b>	<b>383,078</b>
<b>Total Liabilities</b>		<b>313,251</b>	<b>383,078</b>
<b>Net Assets</b>		<b>617,842</b>	<b>613,217</b>
<b>Accumulated and Special Funds</b>			
Retained Earnings		617,842	607,917
Special Funds		-	5,300
<b>Total Accumulated and Special Funds</b>		<b>617,842</b>	<b>613,217</b>



Mike Benning - Chair

Date: 20.10.22



Ashley Church- CEO

Date: 20.10.22

The accompanying notes form part of this financial statement



# Statement of Comprehensive Profit or Loss

## Survey and Spatial New Zealand For the year ended 30 June 2022

	NOTES	2022	2021
<b>Income</b>			
Commercial Income		133,991	192,979
Conference Income		308,375	-
CPD/Training Income		13,405	66,780
Investment Interest Received		7,362	7,948
Investment Dividends Received		7,552	6,473
Investment Gains	6	-	16,135
Membership Fees		642,974	605,258
Professional Examinations		73,670	55,848
Publication Advertising		20,099	12,660
RP Surv Fees		70,156	73,921
Sundry Revenue		15,988	11,282
<b>Total Income</b>		<b>1,293,572</b>	<b>1,049,283</b>
<b>Total Income</b>		<b>1,293,572</b>	<b>1,049,283</b>
<b>Expenses</b>			
ACC Levies		747	1,307
Accounting & Xero Fees		3,768	35,988
Audit Fee		12,313	10,311
Awards		294	1,029
Bad Debts		496	-
Bank Fees		257	5,657
Board Costs		2,860	2,431
Board/Council/Branch Delegate AGM Expenses		2,739	11,253
Branch Fees		23,316	435
Branding Expenses		1,490	5,337
Commercial Expenses		-	439
Communications		893	1,270
Conference Expenses		232,844	182
Council Meeting & General Costs		6,437	5,362
Council Travel		15,811	7,385
CPD/Training Expenses		16,549	10,672
Credit Card Costs		8,707	5,132
Depreciation	3	1,771	2,370
Expenses related to the operating of the Kairuri Trust		2,817	146
Forgiveness of Kairuri Community Trust Loan	8	4,000	4,000
General Contractors		276,597	224,336
General Expenses		-	2,357
Governance Committee		360	250
Insurance		12,572	7,566
International Expenses/Attendance Fees		1,464	(865)

The accompanying notes form part of this financial statement

Statement of Profit or Loss

	NOTES	2022	2021
International Flights/Accommodation/Incidentals		1,962	-
Investment Losses		22,730	-
Investment Management Fees		6,875	6,327
KiwiSaver Employer Contributions		9,638	13,694
Legal expenses		-	32,123
NZSEA Expenses		-	15,040
Office Expenses		9,187	7,527
Postage & Courier		1,164	2,132
Professional Examinations		59,047	35,545
Publications		42,851	26,558
Rent		27,755	26,513
Repairs and Maintenance		-	752
Salaries & Wages		300,462	445,352
Service Agreement, Licenses & Subscriptions		18,492	13,243
Shared Office Costs		4,965	4,740
Sponsorship		1,620	(1,548)
Staff Related Expenses		3,934	9,116
Strategic Projects		41,123	5,180
Subscriptions NZ & Overseas		8,064	500
Telephone & Internet		4,398	2,047
Travel and Accommodation		3,293	-
Website Expenses		17,682	12,785
<b>Total Expenses</b>		<b>1,214,339</b>	<b>1,001,975</b>
<b>Net (Loss) Surplus Before Taxation</b>		<b>79,232</b>	<b>47,307</b>
<b>Taxation and Adjustments</b>			
Income Tax Expense	5	4,473	5,305
<b>Total Taxation and Adjustments</b>		<b>4,473</b>	<b>5,305</b>
<b>Net (Loss) Surplus for the Year</b>		<b>74,759</b>	<b>42,003</b>
<b>Other Comprehensive Income/Expenses</b>			
Unrealised Gains/(Losses)		(70,134)	65,593
<b>Total Comprehensive Profit/(Loss)</b>		<b>4,625</b>	<b>107,596</b>

The accompanying notes form part of this financial statement



# Statement of Movements in Equity

## Survey and Spatial New Zealand For the year ended 30 June 2022

	NOTES	2022	2021
<b>Equity</b>			
Opening Balance		613,217	560,484
<b>Increases</b>			
Total comprehensive profit/loss for the period		4,625	107,595
Retained Earnings		-	(54,862)
<b>Total Increases</b>		<b>4,625</b>	<b>52,733</b>
<b>Total Equity</b>		<b>617,842</b>	<b>613,217</b>

These financial statements have been audited. The accompanying notes form part of this financial statement.



# Notes to the Financial Statements

## Survey and Spatial New Zealand For the year ended 30 June 2022

### 1. Statement of Accounting Policies

The Financial Statements have been prepared in accordance with the requirements of the rules of the Institute. New Zealand Institute of Surveyors has been incorporated pursuant to the Incorporated Societies Act 1908. The financial statements have been prepared to meet the requirements of its rules, and to assist in assessing obligations to the commissioner of Inland Revenue.

#### Basis of Preparation

The External Reporting Board removed authoritative support from "old NZ GAAP" for all year ends with periods beginning on or after 1 April 2015. Having given consideration to its ongoing financial reporting requirements, the Institute reports using a special purpose basis going forward in accordance with the policies set out below.

#### Measurement Base

The Financial Statements have been prepared on an accruals basis, except as noted otherwise below. The information presented is in New Zealand dollars and has been rounded to whole dollars, unless otherwise stated.

#### Changes in Accounting Policies

There has been one change in accounting policy. The prior year's financial statements were consolidated with Kairuri Community Trust. The trustees of the Trust have elected not to consolidate the Trust this year. As such, the comparative figures in this year's financial statements are only for the parent entity.

All other policies have been applied on a consistent basis with those of the previous reporting period.

#### Bank Accounts & Cash

Bank accounts and petty cash are recorded at their closing amount at balance date. An overdraft facility is also in place with a limit of \$50,000. At balance date there was an overdraft of \$Nil (2021: \$Nil).

#### Accounts Receivable

Accounts receivable are recognised initially at fair value, less an allowance for any uncollectable amounts. Individual debts that are known to be uncollectable are written off in the period that they are identified.

#### Prepayments

Prepayments include expenditure paid relating to subsequent financial years. These prepayments are measured at cost.

#### Fixed Assets and Depreciation

All Fixed Assets are recorded at historical cost less accumulated depreciation or impairment losses. Historical cost includes expenditure directly attributable to the acquisition to assets.

Depreciation of the assets has been calculated on a diminishing value basis over the estimated useful life of the asset using depreciation rates published by Inland Revenue. The following depreciation rates have been used:

• Office Equipment	30 - 50%	Diminishing Value
• Furniture & Fittings	13 - 16%	Diminishing Value
• Paintings	0%	No Depreciation
• Intangibles	50%	Diminishing Value

A fixed asset is derecognised upon disposal of that asset, any gain or loss arising from the derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in the Statement of Financial Performance in the year of disposal.

### Investments

All investments are carried at the current market value as at 30 June 2022. Unrealised gains or losses are recognised in the Statement of Financial Performance for movements in the market value and realised gains or losses when individual investments are sold.

### Foreign Currency

Transactions denominated in foreign currencies are converted at the exchange rate current at the transaction date. Foreign currency receivables and payables are converted at exchange rates current at balance date. Foreign exchange gains or losses are included as income or expenses respectively in the Statement of Financial Performance.

### Accounts Payable

Accounts payable are recognised at fair value and represents the amount outstanding by the Group to its suppliers as at balance date.

### Employee Entitlements

Amounts owing to employees or on behalf of employees to IRD at balance date are recorded on the Statement of Financial Position at cost.

### Income Tax

Taxation on investment income has been charged at the applicable tax rate after claiming all due allowances and recognises the current obligations payable to the Inland Revenue Department.

Taxation is not payable on subscription and other income from members.

### Goods and Services Tax

All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

### Revenue Recognition

Revenue is accounted for as follows:

#### Membership Income

Fees and subscriptions are initially recorded as income in advance and recognised in revenue evenly over the membership period.

#### Event Income

Entrance fees for functions and events are recorded as revenue when the function or event takes place.

#### Interest and Dividend Income

Interest income is recognised on an accruals basis

Dividend income is recognised when the dividend is declared.

#### Donations Received

Charitable Donations are recognised on an accruals basis.

#### Commercial Income

Revenue from Commercial activities is recognised on a cash basis and accounted for when the cash is received.

#### Other Income

All other income is accounted for on an accruals basis and accounted for in accordance with the substance of the transaction.

#### Income Received in Advance

Income received in advance in relation to membership fees and events held in future years is held on the Statement of Financial Position.

#### Leased Assets

##### Operating Leases:

The Group leases office premises and equipment which are classified as operating leases. Operating lease payments are charged to expense over the periods of expected benefits.

#### Non-Member Revenue

Attendance by non-members at events run by the Institute are tracked and currently the Institute does not record a surplus from these interactions. As there is no surplus received from non-members, there are no tax implications on these interactions. If the Institute earns a surplus from non-member transactions in the future, the resulting surplus will be taxable.

#### Special Funds

Amounts donated or given to the Institute for awards and scholarships are held on the Balance Sheet under Special Funds. The method these amounts arose are neither revenue or expense and are held separate from the accumulated earnings of the Institute.

	2022	2021
<b>2. Short Term Deposits</b>		
Forsyth Barr - NZD Account	11,192	61,180
Forsyth Barr - AUD Account	228	410
Forsyth Barr - GBP Account	634	269
Forsyth Barr - USD Account	895	92
<b>Total Short Term Deposits</b>	<b>12,949</b>	<b>61,951</b>

	2022	2021
<b>3. Fixed Assets</b>		
<b>Furniture &amp; Fittings</b>		
At Cost	11,251	11,251
Less: Accumulated Depreciation	(10,248)	(10,074)
<b>Total Furniture &amp; Fittings</b>	<b>1,003</b>	<b>1,177</b>
<b>Office Equipment</b>		
At Cost	55,823	52,298
Less: Accumulated Depreciation	(47,125)	(45,969)
<b>Total Office Equipment</b>	<b>8,698</b>	<b>6,329</b>
<b>Paintings</b>		
At Cost	430	430
<b>Total Paintings</b>	<b>430</b>	<b>430</b>
<b>Intangible Assets</b>		
At Cost	28,254	28,254
Less: Accumulated Depreciation	(27,813)	(27,372)
<b>Total Intangible Assets</b>	<b>441</b>	<b>882</b>
Total Fixed Assets	10,572	8,818
<b>Depreciation</b>		
Furniture & Fittings	173	205
Office Equipment	1,156	1,282
Intangible Assets	442	883
<b>Total Depreciation</b>	<b>1,771</b>	<b>2,370</b>
	2022	2021
<b>4. Investments</b>		
New Zealand Cash and Shares	119,621	132,326
New Zealand Bonds	236,566	191,441
New Zealand Property	31,276	41,813
International Shares	222,967	268,082
<b>Total Investments</b>	<b>610,430</b>	<b>633,662</b>

	2022	2021
<b>5. Income Tax Expense</b>		
<b>Net Surplus on Investment Income</b>		
Taxable Investment Income	14,920	14,560
Taxable/(Deductible) Portion of Non Member Revenue	5,342	8,814
Losses Brought Forward	-	-
<b>Total Net Surplus on Investment Income</b>	<b>20,262</b>	<b>23,374</b>
Taxable Surplus (Loss)	20,262	23,374
<b>Tax Payable</b>		
Tax Payable	5,673	6,545
<b>Total Tax Payable</b>	<b>5,673</b>	<b>6,545</b>
<b>Deductions from Tax Payable</b>		
Foreign Withholding Tax Utilised	53	37
Dividend Imputation Credits Utilised	1,148	1,135
<b>Total Deductions from Tax Payable</b>	<b>1,201</b>	<b>1,172</b>
Tax Expense	4,473	5,373

	2022	2021
<b>6. Investment Income</b>		
Interest Received	7,362	7,948
Dividends Received	3,498	3,316
FIF Dividends	2,681	1,200
PIE Income	1,373	1,957
Realised Gain/(Loss) on Investments	(22,730)	16,135
Unrealised Gain/(Loss) on Investments	(70,134)	65,593
<b>Total Investment Income</b>	<b>(77,950)</b>	<b>96,149</b>

## 7. Commitments and Contingencies

### Rent of Property

The Institute has entered in to leases for premises which expire 1 July 2023 at current annual rentals of \$27,077 plus GST.

	2022	2021
<b>Operating Lease Commitments</b>		
Current	27,077	27,077
Non Current	-	27,077
<b>Total Operating Lease Commitments</b>	<b>27,077</b>	<b>54,154</b>
	2022	2021

### 8. Kairuri Community Trust Loan

NZIS Loan to Kairuri Community Trust	-	4,000
<b>Total Kairuri Community Trust Loan</b>	<b>-</b>	<b>4,000</b>

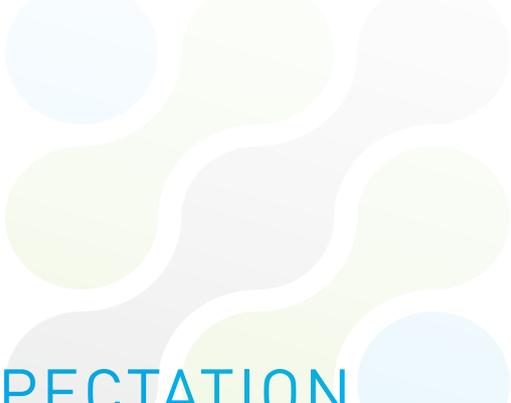
In the 2018 financial year, Survey and Spatial New Zealand loaned a balance of \$20,000 in seeding funding to the Kairuri Community Trust. This loan is interest free, and the Board intends to forgive the balance of this loan over five years (\$4,000 annually). On consolidation the Community Trust and Institute balances net to zero.

### 9. Related Party Transactions

There were no related party transactions during the 2022 or 2021 years.

### 10. Events After Balance Date

There were no subsequent events after balance date.



# REPORT ON LETTER OF EXPECTATION

20 June 2022

Kat Salm  
President  
S+SNZ Council

via Email: [president@surveyspatialnz.org](mailto:president@surveyspatialnz.org)

Dear Kat

## **Board response to Annual Letter of Expectation 2022/2023.**

On behalf of the Survey and Spatial NZ Board, I am pleased to provide the Council with our response to your Letter of Expectation, setting out our understanding of your priorities and expectations and outlining the steps which the Board is taking to achieve them, for the 2022/2023 period.

We note, and agree with, your observation that our organisation continues to be impacted by the national response to Covid, but we also share your view that now is the time to start accelerating momentum on the delivery of expectations, current and future.

### **Acknowledgement of Expectations**

We acknowledge and understand that it is Council's expectation that the Board will act to ensure the following outcomes:

#### **1. Defining the future of RPSurv by:**

- a) Working with Council to define the future of RPSurv in light of the Certification Project so as to provide a roadmap and clarity to members and external stakeholders as to what it is and where it will 'fit' into the larger strategic picture.
- b) Ensuring that, in the interim, there is a very clear, well communicated, process for applying for RPSurv and maintaining its requirements so that the title continues to have purpose and value.
- c) Ensuring that RPSurv is not devalued or undermined over this period.

## **2. Implementing the Certification project by:**

- d) Completing the Certification Pilot by June 2022.
- e) Rapidly undertaking a full rollout of the Certification program.
- f) Working with Councils to gain acceptance of Certification as a basis for qualification to carry out professional work.
- g) Proactively communicating the status, need for and value of certification to members and external stakeholders in order to ensure uptake, recognition and continued relevance.

## **3. Supporting Examinations and Strengthening the CSLB relationship by**

- a) Continuing to conduct the Examinations on behalf of the CSLB.
- b) Cooperating, with the current ongoing CSLB review of Examination requirements.
- c) Supporting the ongoing refinement of the Exam process, including documenting processes and putting a framework and better systems in place to manage Exams so as to present an organised and efficient service to candidates and maintain the confidence of the CSLB.
- d) Maintaining a good, open, working relationship with the CSLB.

## **4. Developing a Strategic CPD Programme by**

- a) Developing a strategic CPD programme relevant to all members including 'essential training' modules for topics such as ethics and professionalism, core policy updates such as health and safety legislation changes, training to support capability upskilling and leadership development, and industry advances including new technologies, standards and approaches.
- b) Developing a clear framework outlining how CPD will be structured with reference to the role of certification, and the needs of other streams and partners.
- c) Improving the membership experience of CPD by defining a process by which completed CPD will be managed, recorded, measured and monitored to ensure it provides a robust framework for our members and confidence in our CPD from external stakeholders. It is expected that this will include an interface which allows members to track their individual CPD points and progress relative to annual requirements.
- d) Identifying and securing partnerships with approved CPD providers including Streams, Branches, commercial partners, other organisations, and individuals.

## **5. Improving the Membership Experience and growing membership numbers by**

- a) Continuing to work to better understand the needs of members, including seeking better information regarding what will improve the membership experience, for them, and deliver better value to them.
- b) Continuing to work to understand which issues are most important to members in respect of their ability to perform professionally.
- c) Developing systems to ensure that members concerns and needs are top-of-mind and at the forefront of our organisational activities.
- d) Maintaining the momentum of improvement in our internal communications.
- e) Making similar improvement in our external communications to stakeholders and the wider public to raise our profile in a positive way.

- f) Continuing to improve our communications so as to **raise awareness** of who we are and what we do, as well as why we should be an organisation of choice for existing and potential members.
- g) Seeking opportunities for media engagement, where appropriate.
- h) Continuing to review the rules of the organisation so that we can provide clearer ethical and professional requirements, and clearer consequences for members who do not adhere to the rules.
- i) Improving our member database and analytics so that we can use our data to understand the members at a detailed, segmented level and shape the organisation to be meaningful to these – and potential new – members. This is not about adding more ‘stuff’ to the membership benefits list, but rather considering more customizable and targeted membership activities.
- j) Completing a **Marketing and Communications Strategy** that will support strategic communications and messaging, and target areas of specific interest or concern.
- k) Supporting the **Advocacy and Lobbying** activities of Branches and Streams.

## 6. Improving Diversity support by

- a) Continuing to grow our membership across all Streams and provide opportunities to participate for all Stream members.
- b) Supporting growth in ‘newer’ streams such as Spatial and Survey technicians.
- c) Encouraging collaborative and connected activities and raising awareness of upcoming changes that may impact the way we work in the future.
- d) Encouraging young people to consider this profession as an exciting career choice.
- e) Actively engaging in activities and initiatives which encourage more women into the profession, and which improve cultural diversity.
- f) Raising awareness, across our membership and stakeholders, of the diverse work undertaken by different member groups.
- g) Promoting collaboration and partnerships beyond the boundaries of our organisation, in line with our MOUs.

## Response and Implementation Strategy

As you know, the Board has spent the past two years ‘tidying up’ the administration and operation of the Survey and Spatial National Office, while also working to deliver on the Expectations of Council in each of those years.

As a result, Survey and Spatial is now a more streamlined and responsive organisation and we have made good progress against your various expectations on behalf of the membership. Additionally, we are well positioned to continue to deliver on those expectations and to deliver more, more quickly.

In respect of your specific expectations for 2022/23 I am pleased to report that initiatives are underway, or planned, as follows:

### 1. Initiatives to define the future of RPSurv

- a) *With the support of Council, we propose to establish and manage an ‘RPSurv Review Working Group’ with a mandate to define the future of RPSurv within our organisation. **Completion by: end of August 2022***

- b) *The remit of the RPSurv Review Working Group, which will include Council members and staff, will be to provide a roadmap and clarity to members and external stakeholders regarding where RPSurv 'fits' into the bigger picture. The Working Group will be expected to report back to Council. **Completion by: end of November 2022***
- c) *In the interim, RPSurv will continue to be maintained, by National Office, as a Survey and Spatial 'qualification'. **Completion by: ongoing***
- d) *The status of RPSurv, and current process for applying for it, will be the subject of a very clear communications campaign to members, after which information on its status and attainment will be easily available on the Survey and Spatial website. **Completion by: September 2022***
- e) *Survey and Spatial will also conduct a communication campaign to Councils and other stakeholders, reaffirming the status, following the completion of the work of the RPSurv Review Working Group. **Completion by: Jan/Feb 2023***

## 2. Implementing the Certification project

- a) *Jayne Albiston is currently managing the Pilot of the Certification project. **Completion by: August***
- b) *Pending the approval of Council and the Board, the full Certification program will be rolled out to members over the twelve months following completion of the Pilot. **Completion by: ongoing***
- c) *This process will include an extensive familiarisation and communications campaign, to Councils, outlining the status, need for and value of the new Certification qualification in order to gain wide acceptance of the new qualification as a basis upon which to carry out professional work. **Completion by: November 2022***

## 3. Initiatives to support examinations and further strengthen the CSLB relationship:

- a) *We will maintain an open, relationship with the CSLB in order to facilitate positive improvement and maintain the confidence of the CSLB. **Completion by: ongoing***
- b) *National Office will continue to manage all aspects of the annual Examinations on behalf of the CSLB. **Completion by: ongoing***
- c) *National Office will continue to cooperate with the ongoing CSLB review of Examination requirements. **Completion by: ongoing***
- d) *National Office will support, and implement as required, ongoing refinements of the Examination process. This will include:*
  - *engaging Ron Fone (or similar) to document existing processes. **Completion by: end of November***
  - *reviewing existing practices, in cooperation with the CSLB and Council. **Completion by: end of November***
  - *if necessary, putting a framework in place to manage Examinations so as to present an efficient service to candidates. **Completion by: end of November***

#### 4. Initiatives to develop a Strategic CPD program:

- a) *With the support of Council, we propose to establish a 'CPD Review Working Group'. **Completion by: end of August 2022***
- b) *The Working Group will be tasked with:*
  - *Identifying 'essential training' modules for topics such as ethics and professionalism, core policy updates such as health and safety legislation changes, training to support capability upskilling and leadership development, industry advances including new technologies, standards and approaches, and 'stream specific' modules based on the needs of individual streams.*
  - *Taking account of members CPD preferences as reflected in surveys and direct feedback and consultation*
  - *Developing a clear framework outlining how CPD will be structured with reference to the role of certification, and the needs of other streams and partners.*
  - *Identifying suitable CPD providers with which to establish partnerships including streams, Branches, commercial partners, other organisations and individuals*
  - *Identifying opportunities for collaboration with existing MOU partners.*
  - *The Working Group will be expected to report back to Council. **Completion by: end of November 2022***
- c) *We will improve the membership experience of CPD by implementing a simple and seamless process by which completed CPD will be managed, recorded, measured and monitored to ensure it provides a robust framework for our members and confidence in our CPD from external stakeholders. This will include a technology based interface which allows members to track their individual CPD points and progress relative to annual requirements. **Completion by: end of November 2022***
- d) *Based on the outcome of the work of the CPD Review Working Group we will develop and implement an integrated strategic CPD program offering a full 12 month rolling outline of options at any given time. **Completion by: end of November 2022***
- e) *We will reduce the cost of, and improve access to, CPD by piloting a 'CPD Levy' program which will enable all Voting Members to access all web based CPD at no charge other than a small one-off annual fee. This will be trialled in the 2022/23 financial year. **Completion by: end of July 2022***

#### 5. Initiatives to improve the Membership Experience and grow membership numbers:

- a) *We will continue to make use of member surveys, focus groups, direct consultation and Branch communication to:*
  - *better understand the needs of members*
  - *seek better information regarding what will improve the membership experience and deliver better value to them*
  - *understand which issues are most important to members in respect of their ability to perform professionally.*
  - **Completion by: ongoing**

- b) We will establish a technology based 'tipline' to enable members to directly express their concerns and needs in a way which will be simple and direct. **Completion by: end of August 2022**
- c) We will ask Council to establish a regular agenda item at Council meetings through which Councillors will be encouraged to report on feedback, intel and known member concerns. **Completion by: end of July 2022**
- d) We will continue to drive improvement in the style, frequency, relevance and accessibility of our member communications. In particular, we will continue to evolve member communications so as to project a more modern, relevant, and appealing image to existing and potential members. These changes will include:
- Further modernization of the member newsletter which makes even greater use of images, features a more attractive template, is easier to read, utilizes more content, and provides greater functionality for members. **Completion by: ongoing**
  - Further enhancements to the format and content of the magazine. **Completion by: ongoing**
  - Raising awareness, across our membership and stakeholders, of the diverse work undertaken by different member groups. **Completion by: ongoing**
  - Further development of a social media strategy which engages a broader cross section of members and more regular content across a range of topics. **Completion by: ongoing**
  - The relaunch of a refreshed website which focuses on the front end 'look and feel' of the site and makes better use of existing functionality. **Completion by: end of October 2022**
- f) We will establish new ways to improve our external communication in order to Improve our relationships with external stakeholders, raise our profile with the wider public, increase our status as an organisation of choice for existing and potential members, and drive media engagement through:
- The creation of a regular forum of aligned organisations. **Completion by: end of February 2023**
  - The regular distribution of media releases. **Completion by: ongoing**
  - The development and implementation of an integrated Membership Marketing program. **Completion by: March 2023**
- i) We will continue to engage Ron Fone (or similar) to undertake an ongoing review of the rules of the organisation so as to provide clearer ethical and professional direction to members, and clear consequences for members who do not adhere to the rules. **Completion by: ongoing**
- j) We will continue to improve our understanding of our members at a detailed, segmented level by completing our update of member data, then commissioning a report of our membership make-up in order to provide better strategic information and more customised and targeted membership activities. **Completion by: ongoing**
- k) We will complete our work on the development and implementation of a framework for a Quality Management System (QMS). **Completion by: end of March 2023**
- l) We will continue to provide proactive and reactive support for the Lobbying and Advocacy issues identified by Council, Streams and Branches. **Completion by: ongoing**
- m) We will host a full Members Conference, in Rotorua. **Completion by: end of August 2022**

- n) *We will recognise professional excellence through a full Awards program consisting of a Black Tie National Awards event and a separate event to recognise excellence in the Spatial professions. **Completion by: end of August 2022 and end of November 2022***

**6. Initiatives to improve Diversity:**

- a) *We will develop and implement an integrated Membership Marketing program to target growth in our membership across all Streams. **Completion by: end of February 2022***
- b) *In particular we will target membership by:*
- *Women*
  - *Diverse cultures*
  - *Streams in which membership is underrepresented relative to the number of professionals practising in that Stream in NZ*
  - *young people considering a surveying profession*
  - *'newer' streams such as Spatial and Survey technicians.*
  - ***Completion by: ongoing***
- c) *We will work with the Young Professional Committee and the Women in Spatial Group to identify, and provide, opportunities for greater participation. **Completion by: ongoing***
- d) *With the support of Council, we propose to establish a 'Future of Work Working Group' to identify, and implement, initiatives and programs to raise awareness of upcoming changes that may impact the way we work in the future. **Completion by: end of July 2022***
- e) *We will identify opportunities for collaboration with existing MOU partners. **Completion by: end of September 2022***

I trust that you will agree that this is a comprehensive response to the Councils Letter of Expectation and that there is good reason to be confident about the Boards ability to deliver for the 2022/23 year.

I look forward to working with you and your Council in the year ahead.

Regards

Mike Benning

Chair, Survey and Spatial New Zealand Board

## COMMERCIAL PARTNERS



We continued to receive strong support for our commercial partners throughout the years with GSI Partners once again being the main sponsor of the Awards Dinner held at the Auckland conference. We thank Allterra, 84 Recruitment, Global Survey and GSI Partners for their continuing support in 2022.

All of the partners were present at the Auckland conference supporting the event with display stands and GSI Partners sponsoring the gala Awards dinner where nearly 300 guests gathered to celebrate professional excellence and outstanding service to the sector. We are very appreciative of our partners' support in what has been extraordinarily difficult year for everyone. The generosity of our partners helps to support all membership activities.

