

THE SURVEYORS BOARD OF THE NORTHERN TERRITORY OF AUSTRALIA



ANNUAL REPORT

2011/2012



THE SURVEYORS BOARD of the NORTHERN TERRITORY

GPO Box 1680
DARWIN NT 0801
Telephone: (08) 8995 5359
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The Honourable Peter Chandler MLA
Minister for Lands, Planning and the Environment.
Parliament House
State Square
DARWIN NT 0800

Dear Minister

I am pleased to present the Annual Report of the Surveyors Board of the Northern Territory of Australia for the year ending 30 June 2012.

This report has been prepared in accordance with Section 21 of the *Licensed Surveyors Act*, as amended by the *Financial Management (Consequential Amendments) Act 1995*.

I commend the report to you.

Garry West
Chairman
Surveyors Board of the Northern Territory of Australia

3 January 2013

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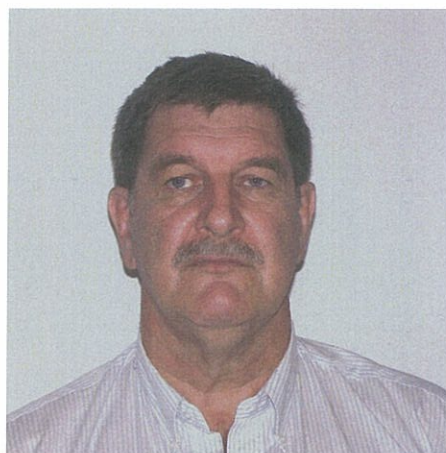
THE SURVEYORS BOARD OF THE NORTHERN TERRITORY 2011 - 2012



GARRY WEST – CHAIRMAN



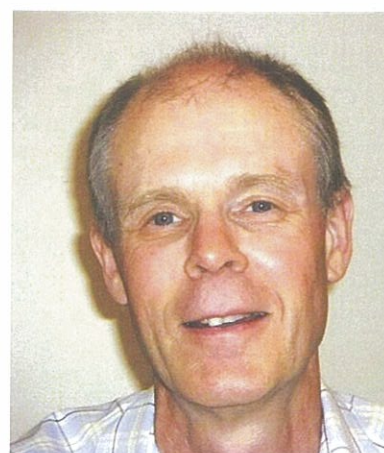
GREG LEACH – DEPUTY CHAIRMAN



ALEX BAKUNOWICZ



ROBERT SARIB



ROLAND MADDOCKS



THE SURVEYORS BOARD of the NORTHERN TERRITORY

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ANNUAL REPORT 2011/2012

INTRODUCTION

The Surveyors Board of the Northern Territory is constituted under section 8 of the *Licensed Surveyors Act*. In accordance with section 21 of the *Licensed Surveyors Act*, the Board has prepared the following report for the 2011/2012 financial year.

FUNCTIONS

The Functions of the Board are:

- (1) to keep and maintain a Register of licensed surveyors;
- (2) to conduct examinations for the registration of licensed surveyors;
- (3) to enter into reciprocal arrangements with other surveyors boards for the recognition of qualifications as a licensed surveyor;
- (4) to give directions on the practice to be followed by licensed surveyors in the making of boundary surveys;
- (5) to conduct such inquiries and initiate appropriate penalties, if any, as are required under the Act, for contravention of the provisions of the Act; and
- (6) to set and collect such fees as are provided for by the Act.

THE BOARD

The Board consists of the Surveyor-General, who is ex-officio Chairman, and four surveyors appointed by the Minister. Two members are appointed from three nominees of the Institution of Surveyors, Australia (NT Division), and two are direct appointments.

Membership for the year ending 30 June 2012 consisted of: -

- Chairman : **Mr G J West** - As Surveyor-General he has been ex-officio member and chairman since 8 July 2000.
- Deputy Chairman : **Mr G L Leach** – First appointed 28 February 1996 from nominations made by the Institution of Surveyors, Australia. Re-appointed 1 September 2000, 27 September 2004 and 24 October 2008 from nominations made by the Institution of Surveyors, Australia.
- Other Members : **Mr A F Bakunowicz** – Appointed 24 October 2008 from applications received.
- : **Mr R S Maddocks** – Appointed 24 October 2008 from applications received.
- : **Mr R I Sarib** – First appointed 29 February 2000 from nominations made by the Institution of Surveyors, Australia. Re-appointed 1 September 2000, 27 September 2004 and 24 October 2008 from nominations made by the Institution of Surveyors, Australia.

The current term of the appointed members expired on 24 October 2012

STAFF

During the year, Mr D J Jeffery carried out the duties of Secretary to the Board. The mailing address of the Board is GPO Box 1680, DARWIN NT 0801, the telephone number is 8995 5359 and the website is www.nt.gov.au/surveyorsboard.

MEETINGS

During the year the Board held one meeting in Darwin. All of the members attended the meeting.

REGISTERED SURVEYORS

As required under section 22 of the Act, the names and addresses of surveyors registered to practise in the Northern Territory were published in Gazette R1 on 6 March 2012. This gazette listed 86 surveyors, one surveyor more than were listed in the 2011 gazettal.

SUMMARY OF THE REGISTER OF SURVEYORS

Surveyors registered at 30 June 2011	86
New Registrations	
Under the <i>Mutual Recognition (Northern Territory) Act</i>	10
By Certificate of Competency	1
Restored to the Register	
Under the <i>Licensed Surveyors Act</i>	2
Removal of Name from Register	
Removal at own request	2
Removal for non-payment of fees	3
Surveyors registered at 30 June 2012	94

TRAINING

The Board commenced the year with five training agreements for students undertaking training with licensed surveyors. One student completed their training agreement and became registered, and one student lodged a new training agreement. Five training agreements remained current on 30 June 2012.

FINANCE

The audited financial statements for the year ending 30 June 2012 are appended to this report. The Board had an operating surplus for the year of \$8,967. The Trust Account balance on the 30 June 2012 was \$43,431.

COUNCIL OF THE RECIPROCATING SURVEYORS' BOARDS OF AUSTRALIA AND NEW ZEALAND

The Council of the Reciprocating Surveyors' Boards of Australia and New Zealand held meetings on 24 November 2011 in Wellington and 12 June 2012 (teleconference).

The chairman, Mr G West attended both meetings.

DISCIPLINARY MATTERS

No disciplinary matters were required to be discussed this year and no complaints were received.

LEGISLATION

Reviews of the *Licensed Surveyors Act*, Survey Practice Directions and Plan Drawing Standards are in progress. The new Survey Practice Directions and Plan Drawing Standards will include instructions for surveys under the *Unit Title Scheme Act*.

No Coordinated Survey Area had been declared at 30 June 2012.

DATED AT DARWIN ON 3RD December 2012


G J WEST
Chairman


A F BAKUNOWICZ
Member


R I SARIB
Member


G L LEACH
Deputy Chairman


R S MADDOCKS
Member



Auditor-General

Independent Auditor's Report to the Minister for Lands, Planning and the Environment Surveyors Board of the Northern Territory of Australia Year Ended 30 June 2012

I have audited the accompanying financial report of the Surveyors Board of the Northern Territory of Australia which comprises the balance sheet as at 30 June 2012, the comprehensive operating statement, the statement of changes in equity and the cash flow statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the certification of the financial statements by the Board.

The Board's responsibility for the Financial Report

The Board is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the *Licensed Surveyors Act*, and for such internal controls as management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on my audit. I conducted my audit in accordance with Australian Auditing Standards. Those standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Board, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion the financial report presents fairly, in all material respects, the financial position of the Surveyors Board of the Northern Territory of Australia which as at 30 June 2012, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards and the *Licensed Surveyors Act*.

F McGuinness

Auditor-General for the Northern Territory
Darwin, Northern Territory

17 October 2012

**SURVEYORS BOARD OF THE NORTHERN TERRITORY
OF AUSTRALIA
FINANCIAL REPORT**

CERTIFICATION OF THE FINANCIAL STATEMENTS

We certify that the attached financial statements for the Surveyors Board of the Northern Territory of Australia have been prepared from proper accounts and records in accordance with prescribed format, the *Financial Management Act* and Treasurer's Directions.

We further state that the information set out in the Comprehensive Operating Statement, Balance Sheet, Statement of Changes in Equity, Cash Flows Statement, and notes to and forming part of the financial statements, presents fairly the financial performance and cash flows for the year ended 30 June 2012 and the financial position on that date.

At the time of signing, we are not aware of any circumstances that would render the particulars included in the financial statements misleading or inaccurate.

Dated 15th October 2012

at Darwin in the Northern Territory



G J WEST
Chairman



A F BAKUNOWICZ
Member

**SURVEYORS BOARD OF THE NORTHERN TERRITORY
OF AUSTRALIA**

COMPREHENSIVE OPERATING STATEMENT

For the year ended 30 June 2012

	NOTE	2012 \$	2011 \$
INCOME			
Income from fees	3	12,026	10,505
Services Received Free of Charge	4	24,801	22,307
TOTAL INCOME		36,827	32,812
EXPENSES			
Employee Expenses	4	24,801	22,307
Supplies and services	3	2,196	3,287
Membership fees		863	-
TOTAL EXPENSES		27,860	25,594
NET SURPLUS	3	8,967	7,218
OTHER COMPREHENSIVE INCOME		-	-
TOTAL COMPREHENSIVE INCOME		8,967	7,218

The Statement of Comprehensive Income is to be read in conjunction with the notes to the financial statements.

**SURVEYORS BOARD OF THE NORTHERN TERRITORY
OF AUSTRALIA
BALANCE SHEET
As at 30 June 2012**

	NOTE	2012	2011
		\$	\$
ASSETS			
Current Assets			
Cash assets	5	43,431	34,464
Total Current Assets		43,431	34,464
TOTAL ASSETS		43,431	34,464
LIABILITIES			
Current Liabilities			
Payables		-	-
Total Current Liabilities		0	0
TOTAL LIABILITIES		0	0
NET ASSETS		43,431	34,464
EQUITY			
Retained Profits		43,431	34,464
Total Equity		43,431	34,464

The Statement of Financial Position is to be read in conjunction with the notes to the financial statements.

**SURVEYORS BOARD OF THE NORTHERN TERRITORY
OF AUSTRALIA**

STATEMENT OF CHANGES IN EQUITY

As at 30 June 2012

	NOTE	2012	2011
		\$	\$
BALANCE OF EQUITY AT 1 JULY		34,464	27,246
<i>Accumulated Funds</i>			
Balance at 1 July		34,464	27,246
Surplus for the period		8,967	7,218
Balance at 30 June		43,431	34,464
BALANCE OF EQUITY AT 30 JUNE		43,431	34,464

The Statement of Changes in Equity is to be read in conjunction with the notes to the financial statements.

**SURVEYORS BOARD OF THE NORTHERN TERRITORY
OF AUSTRALIA**

CASH FLOW STATEMENT

For the year ended 30 June 2012

	NOTE	2012 \$	2011 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash receipts in the course of operations		12,026	10,505
Cash payments in the course of operations		(3,059)	(3,496)
Net cash from operating activities	6	<u>8,967</u>	<u>7,009</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
		-	-
CASH FLOWS FROM FINANCING ACTIVITIES			
		-	-
Net increase in cash held		8,967	7,009
Cash at the beginning of the year		34,464	27,455
Cash at the end of the year	5	<u>43,431</u>	<u>34,464</u>

The Statement of Cash Flows is to be read in conjunction with the notes to the financial statements.

**SURVEYORS BOARD OF THE NORTHERN TERRITORY
OF AUSTRALIA**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2012

INDEX OF NOTES TO THE FINANCIAL STATEMENTS

1. Objectives and Funding
 2. Statement of Significant Accounting Policies
 3. Income and Expenses
 4. Services Received Free of Charge
 5. Cash Assets
 6. Notes to the Cash Flows Statement
 7. Financial Instruments
 8. Commitments
 9. Contingent Liabilities and Contingent Assets
 10. Events Subsequent to Balance Date
 11. Write-offs, Postponements and Waivers
-

**SURVEYORS BOARD OF THE NORTHERN TERRITORY
OF AUSTRALIA**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2012

1 OBJECTIVES AND FUNDING

The Surveyors Board of the Northern Territory of Australia is constituted under Section 8 of the *Licensed Surveyors Act* to regulate the practice of land boundary surveying and the registration of land boundary surveyors.

Most of the operation expenses of the Surveyors Board of the Northern Territory of Australia are funded by the annual registration fees paid by the licensed surveyors. However the entity also receives services which are provided free of charge from the Northern Territory Government.

2 STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of accounting

The financial statements have been prepared in accordance with the requirements of the *Financial Management Act* and related Treasurer's Directions.

The Surveyors Board of the Northern Territory of Australia was established by the *Licensed Surveyor's Act 1983*. It is not an agency under the *Financial Management Act*, but is required under section 21 of the *Licensed Surveyors Act* to comply with section 10 of the *Financial Management Act* as if it was a Government Business Division.

The *Financial Management Act* requires the Surveyors Board of the Northern Territory of Australia to prepare statements for the year ended 30 June based on the form determined by the Northern Territory Treasurer. The form of financial statement is to include:

- (i) a Certificate of the Financial Statements;
- (ii) a Comprehensive Operating Statement;
- (iii) a Balance Sheet;
- (iv) a Statement of Changes in Equity;
- (v) a Cash Flow Statement; and
- (vi) applicable explanatory notes to the financial statements.

The financial statements have been prepared using the accrual basis of accounting, which recognises the effect of financial transactions and events when they occur rather than when cash is paid out or received. As part of the preparation of the financial statements, all intra Agency transactions have been eliminated.

Except where stated, the financial statements have also been prepared in accordance with the historical cost convention.

**SURVEYORS BOARD OF THE NORTHERN TERRITORY
OF AUSTRALIA**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2012

The form of the Agency financial statements is also consistent with the requirements of Australian Accounting Standards. The effects of all relevant new and revised Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that are effective for the current annual reporting period have been evaluated. The Standards and Interpretations and their impacts are:

*AASB 101 Presentation of Financial Statements (September 2007), AASB 2007-8
Amendments to Australian Accounting Standards arising from AASB 101, AASB 2007-10
Further Amendments to Australian Accounting Standards arising from AASB 101*

This Standard has been revised and introduces a number of terminology changes as well as changes to the structure of the Comprehensive Operating Statement and Statement of Changes in Equity. Other Comprehensive Income is now disclosed in the Comprehensive Operating Statement and the Statement of Changes in Equity discloses owner changes in equity separately from non-owner changes in equity.

(b) Comparatives

Where necessary, comparative information for the 2010-11 financial year has been reclassified to provide consistency with current year disclosures.

(c) Rounding of amounts

Amounts in the financial statements and notes to the financial statements have been rounded to the nearest dollar.

(d) Changes in Accounting Policies

There have been no changes to accounting policies adopted in 2011-12 as a result of management decisions.

(e) Goods and services tax

Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred on a purchase of goods and services is not recoverable from the Australian Taxation Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of the expense.

The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the Statement of Financial Position.

Cash flows are included in the Cash Flows Statement on a gross basis.

(f) Taxation

The entity is not required to pay income tax on its accounting profit pursuant to the Treasurer's Directions and the NT Tax Equivalents Regime.

**SURVEYORS BOARD OF THE NORTHERN TERRITORY
OF AUSTRALIA**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2012

(g) Cash

For the purpose of the Balance Sheet and the Cash Flows Statement, cash includes cash on hand, cash held and cash held in the entity's operating account.

(h) Employee benefits

No provision is made for employee benefits as the entity, in its own right has no employees.

(i) Adoption of new and revised Accounting Standards

At the date of authorisation of the financial report, the following Accounting Standards and Interpretations were in issue but not yet effective:

Initial application of the following Accounting Standard will not affect any of the amounts recognised in the financial report, but will change the disclosures presently made in relation to the Surveyors Board of the Northern Territory of Australia and its financial report:

<i>Standard</i>		<i>Effective Date</i>
AASB 9	"Financial Instruments"	1 January 2015
AASB 124	"Related Party Disclosures revised December 2011"	1 January 2012
AASB 2011-5	"Further amendments to Australian Accounting Standards arising from Annual Improvements Process"	1 January 2012

**SURVEYORS BOARD OF THE NORTHERN TERRITORY
OF AUSTRALIA**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2012

3 INCOME AND EXPENSES	2012	2011
	\$	\$
Annual surveyor registration fees	11,115	10,085
Services Received Free of Charge	24,801	22,307
Other revenue	911	420
Total revenue from ordinary activities	36,827	32,812
EXPENSES		
Employment Expenses	24,801	22,307
Supplies and Services	2,196	3,287
Membership Fees	863	-
Total expenses from ordinary activities	27,860	25,594
NET SURPLUS	8,967	7,218

4 SERVICES RECEIVED FREE OF CHARGE

During the year, the entity received services which were provided for free by the Northern Territory Government. Management has estimated that the value of the services received was \$24,801. This amount has been included in the Comprehensive Operating Statement.

5 CASH ASSETS

Operating account	43,431	34,464
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**SURVEYORS BOARD OF THE NORTHERN TERRITORY
OF AUSTRALIA**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2012

6	NOTES TO THE CASH FLOWS STATEMENT	2012	2011
	<i>Reconciliation of net surplus to not cash from ordinary activities</i>	\$	\$
	Net Surplus	8,967	7,218
	<i>Changes in Assets and Liabilities</i>		
	Increase/(Decrease) in Payables	0	(209)
	Net cash from operating activities	8,967	7,009

7 FINANCIAL INSTRUMENTS

A financial instrument is a contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial instruments held by the Surveyors Board of the Northern Territory of Australia include cash and deposits, receivables and payables. The entity has limited exposure to financial risks as discussed below.

(a) Credit Risk

The entity has limited credit risk exposure (risk of default). In respect of any dealings with organisations external to Government, the entity has adopted a policy of only dealing with credit worthy organisations and obtaining sufficient collateral or other security where appropriate, as a means of mitigating the risk of financial loss from defaults.

The carrying amount of financial assets recorded in the financial statements, net of any allowances for losses, represents the entity's maximum exposure to credit risk without taking account of the value of any collateral or other security obtained.

(b) Liquidity risk

Liquidity risk is the risk that the entity will not be able to meet its financial obligations as they fall due. The entity's approach to managing liquidity is to ensure that it will always have sufficient liquidity to meet its liabilities when they fall due.

(c) Market Risk

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. The primary market risk that the entity is exposed to is interest rate risk.

The entity has limited exposure to interest rate risk as the entity's financial assets and financial liabilities, with the exception of cash and deposits are non-interest bearing. Cash and deposits held are subject to a variable interest rate and as such expose the entity to interest rate risk. The entity's exposure to interest rate risk on financial assets and financial liabilities is set out in the following tables.

**SURVEYORS BOARD OF THE NORTHERN TERRITORY
OF AUSTRALIA**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2012

	2012	2011
	\$	\$
Variable rate instruments		
Financial assets	43,431	34,464
Total	43,431	34,464

Market Sensitivity Analysis

Changes in the variable rates of 100 basis points at reporting date would have no effect on the entity's profit or loss and equity.

(d) Net Fair Value

The carrying amount of financial assets and financial liabilities recorded in the financial statements approximates their respective net fair values. Where differences exist, these are not material.

8 COMMITMENTS

The Surveyors Board of the Northern Territory of Australia had no expenditure or lease commitments as at 30 June 2012.

9 CONTINGENT LIABILITIES AND CONTINGENT ASSETS

The Surveyors Board of the Northern Territory of Australia had no contingent liabilities or contingent assets as at 30 June 2012.

10 EVENTS SUBSEQUENT TO BALANCE DATE

No events have arisen between the end of the financial year and the date of this report that require adjustment to, or disclosure in these financial statements.

11 WRITE-OFFS, POSTPONEMENTS AND WAIVERS

The Surveyors Board of the Northern Territory of Australia had no write-offs, postponements or waivers in 2011-12.