

## ANNUAL REPORT 2004



LAND SURVEYORS LICENSING BOARD  
WESTERN AUSTRALIA

**ANNUAL REPORT 2004**



The LAND SURVEYORS  
LICENSING BOARD  
of WESTERN AUSTRALIA



ABN: 69 642 478 499

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John Bowler MLA  
MINISTER FOR LOCAL GOVERNMENT AND  
REGIONAL DEVELOPMENT; LAND INFORMATION;  
GOLDFIELDS-ESPERANCE AND GREAT SOUTHERN  
Parliament House  
PERTH WA 6000

Herewith is the Annual Report of the Land Surveyors Licensing Board of Western Australia for the year ending 31 December 2004.

The report has been prepared and is presented to you in accordance with Section 25C of the Licensed Surveyors Act 1909.

**N E Browne**  
**CHAIRMAN**

26 May 2005



LAND SURVEYORS LICENSING BOARD  
WESTERN AUSTRALIA

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# LAND SURVEYORS LICENSING BOARD WESTERN AUSTRALIA

## ANNUAL REPORT 2004

### INTRODUCTION

The Land Surveyors Licensing Board of Western Australia (the Board) is constituted under Section 4 of the *Licensed Surveyors Act 1909* (the Act). In accordance with Section 25C of the Act the Board has prepared the following report of its activities for the year ending 31 December 2004.

### THE BOARD

The Board consisted of six members comprising the Surveyor General ex officio, two members nominated by the Surveyor General, two members nominated by the WA Division of the Institution of Surveyors Australia and one member nominated by Curtin University as the approved tertiary education institution offering a relevant undergraduate course in surveying.

### ROLE OF THE BOARD

The Board's Charter is to provide for the registration, regulation and supervision of persons who undertake surveys and to assist the profession in the control of matters incidental thereto.

#### **The Objectives of the Board are:**

1. To promote the provision of sound education requirements for the profession, coupled with continuing assessment.
2. To maintain reciprocity between the States and Territories of Australia and certain other countries and provide a licensing or registration structure for those persons involved in authorised surveys.
3. To provide a means of administering discipline in cases of breaches of the Act in accordance with relevant sections of the Act.
4. To ensure sound liaison with Government.
5. To ensure sound liaison with Industry.

# LAND SURVEYORS LICENSING BOARD WESTERN AUSTRALIA

## MEMBERSHIP

Membership of the Board for 2004 was:

Mr K Alexander	:	Surveyor General, Chairman
Mrs C M Randolph	:	Nominee of the Surveyor General
Mr B G Cribb	:	Nominee of the Surveyor General
Mr J F Carter	:	Nominee of the Institution of Surveyors WA
Mr N E Browne	:	Nominee of the Institution of Surveyors WA
Mr A J Snow	:	Nominee of Curtin University of Technology

## ADMINISTRATION

During the year the Secretary of the Board was Mr G E Marion who attended all Board meetings.

The mailing address of the Board is:

Land Surveyors Licensing Board  
PO Box 2222  
MIDLAND WA 6936  
Phone: (08) 9273 7103  
Fax: (08) 9273 7676  
Email: [lslb@dli.wa.gov.au](mailto:lslb@dli.wa.gov.au)  
Website: <http://www.lslb.wa.gov.au>

Administrative support was provided by the Department of Land Information.

## MEETINGS

During the year there were eleven ordinary meetings and four special meetings of the Board. Attendance by members was as follows:

Mr K Alexander .....	15
Mrs C M Randolph .....	13
Mr B G Cribb.....	14
Mr J F Carter .....	15
Mr N E Browne .....	15
Mr A J Snow .....	11

## FINANCE

A copy of the audited Financial Statement is included as Appendix A.

LAND SURVEYORS LICENSING BOARD  
WESTERN AUSTRALIA

**BOARD ACTIVITIES**

Activities undertaken by the Board to meet its five objectives were:

***1 TO PROMOTE THE PROVISION OF SOUND EDUCATION REQUIREMENTS FOR THE PROFESSION, COUPLED WITH CONTINUING ASSESSMENT***

***Continuing Education***

The Board believes that licensed surveyors must undertake continuing education programs to ensure that their knowledge of land law and regulatory requirements of cadastral practice is current. Section 11B of the *Licensed Surveyors Act 1909* allows the Board to specify continuing education requirements to maintain and improve the knowledge and skills of licensed surveyors. An annual requirement has been specified for practising licensed surveyors wanting to renew their practising certificates.

The Board accredited ten cadastral education seminars to enable licensed surveyors to meet these requirements.

Two licensed surveyor completed the continuing education requirements for verification of survey documents.

***Application of Survey Law***

The Board scheduled two examinations for the written subject Application of Survey Law.

Four candidates applied for the February examination. All were successful.

At the September examination three candidates applied and all were successful.

***Practical Examinations***

Examinations for the awarding of a Certificate of Competency were scheduled for March and September.

In March 2004 three candidates participated and at the September examinations four candidates presented.

The successful candidates were H N Fisher, L J Gatti, J M Herrington, C J Kealley, C P Oliver, A J Robertson and S G Thompson.

## LAND SURVEYORS LICENSING BOARD WESTERN AUSTRALIA

In recognition of the standard of excellence in his overall presentation Mr Gatti was awarded the Sydney John Stokes Award. Mr Gatti was also awarded the Malcolm Evensen Prize for excellence in the Projects component of the examinations.



*Surveyor General Ken Alexander  
presenting the S J Stokes Award to  
Laurence Gatti.*

*Malcolm Evensen with Mr Gatti  
holding his Malcolm Evensen Prize.*



The Board undertook a major review of the examination process. This resulted in a substantial change to the requirements for the Position Fixing examination component. The Board approved the amendments to the Guidelines for Examinations which will take effect for the March 2005 examinations.

### ***Professional Training Agreements***

There were 25 Professional Training Agreements registered with the Board as at 31 December 2004.

LAND SURVEYORS LICENSING BOARD  
WESTERN AUSTRALIA

**2 TO MAINTAIN RECIPROCITY BETWEEN THE STATES AND TERRITORIES OF  
AUSTRALIA AND CERTAIN OTHER COUNTRIES AND PROVIDE A LICENSING OR  
REGISTRATION STRUCTURE FOR THOSE PERSONS INVOLVED IN AUTHORISED SURVEYS**

***Registrations***

Surveyors Registered at 1 January 2004.....	654
New Registrations per Certificate of Competency .....	7
New Registrations per Letter of Accreditation .....	3
Names removed† .....	66
Surveyors Registered at 31 December 2004.....	598
Licensed surveyors with current Practising Certificates.....	247
465 of the surveyors registered are resident in Western Australia	

† The large number of names removed from the register is a result of a comprehensive audit and consultation process conducted by the Board during 2004.

***Letters of Accreditation***

The Board issues Letters of Accreditation to Western Australian licensed surveyors wishing to register with Surveyors Boards in other States. There were two applications for Letters of Accreditation in 2004.

***Reciprocating Surveyors Boards of Australia and New Zealand***

The Reciprocating Surveyors Boards of Australia and New Zealand meet to resolve matters concerning the reciprocal acceptance of registration.

In 2004 a meeting was held in May and a teleconference held in December. Major issues discussed included the future organisation of the reciprocating Boards, mutual recognition, competition policy reviews, continuing education, national competency based standards, training agreements and national surveying standards.

LAND SURVEYORS LICENSING BOARD  
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**3 TO PROVIDE A MEANS OF ADMINISTERING DISCIPLINE IN CASES OF BREACHES OF THE ACT IN ACCORDANCE WITH RELEVANT SECTIONS OF THE ACT**

There were two disciplinary cases heard in 2004.

**Enquiry E1 of 2004**

Having found two charges laid under Section 21(1)(ba) and 21(1)(f) of the *Licensed Surveyors Act 1909* against Robert Tudor Owen proven, the Board ordered that Mr Tudor Owen be reprimanded, fined \$1000 and pay costs of \$500. Further, Mr Tudor Owen was required to complete the subdivision expeditiously, submitting regular progress reports to the Board and a Business Plan showing how record keeping, document control and communications with clients will be improved. Conditions were placed on Mr Tudor Owen's Practising Certificate in relation to complying with Board Orders.

**Enquiry E2 of 2004**

Having found two charges laid under Section 21(1)(aa) and 21(1)(f) of the *Licensed Surveyors Act 1909* against Peter James Neale proven, the Board ordered that Mr Neale rectify the plan by notifying the Registrar of Titles of relevant matters and lodging a fieldbook. Mr Neale's license was suspended for a period of three months and conditions placed on his Practising Certificate in relation to complying with Board Orders. In relation to the second charge Mr Neale was fined \$1000 and ordered to pay costs of \$500.

**4 TO ENSURE SOUND LIAISON WITH GOVERNMENT**

***Legislation***

1. The Board completed *Licensed Surveyors (Licensing and Registration) Amendment Regulations 2004* which amend Schedule 1 of the parent regulations, the *Licensed Surveyors (Licensing and Registration) Regulations 1990*. Schedule 1 prescribes the fees payable to the Board in respect of certain matters. In line with the Board policy of regular updating of fees, the Board made the amendments.
2. The Parliamentary Joint Standing Committee on Delegated Legislation required changes to the *Licensed Surveyors (Guidance of Surveyors) Amendment Regulations 2003* that had previously been gazetted in August 2003. The required amendments provide for the prescription of the visual, dimensional and choice of material specifications for construction of survey marks. The process of consultation and enactment of the required amendments is well advanced.

# LAND SURVEYORS LICENSING BOARD WESTERN AUSTRALIA

## 5 TO ENSURE SOUND LIAISON WITH INDUSTRY

### *Notices and Newsletters*

The Board issued two Newsletters and six Notices to Surveyors during the year.

### *Country Visit*

The Board held a meeting in Port Hedland in August 2004. This was followed by a seminar and forum with the surveyors of the North West region. The discussions enabled an interchange of ideas and the chance for rurally based surveyors to have direct contact with Board members.



*Some Local Surveyors attending the Board Seminar session in Port Hedland.*

### *Seminars*

A list of all seminars approved by the Board is shown in Table 1.

**TABLE 1**

<b>Course</b>	<b>Date</b>	<b>Provider</b>	<b>Points</b>
Bridgetown Workshop .....	6/02/2004 .....	SWAGS† .....	3
Bridgetown Workshop .....	7/02/2004 .....	SWAGS .....	3 General
DLI Update* .....	12/02/2004 .....	SSI†† .....	2
Professional Update Seminar* .....	13/05/2004 .....	SSI .....	2+1 General
Professional Update Seminar* .....	14/05/2004 .....	SSI .....	1+2 General
LSLB Forum Port Hedland .....	14/08/2004 .....	Local Surveyors .....	3
SCDB & CSD Editor* .....	19/08/2004 .....	SSI .....	2
Strata Title Interest Group .....	multiple .....	SSI .....	1 per meeting
Cadastral Interest Group .....	multiple .....	SSI .....	1 per meeting
Cadastral Seminar* .....	21/10/2004 .....	SSI .....	2

\* Visual Recordings of these Seminars are available from the course provider.

† South West and Great Southern – regional surveyor group

†† Spatial Sciences Institute - WA Division

LAND SURVEYORS LICENSING BOARD  
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**GENERAL**

Mr K Alexander announced his resignation as Surveyor General and Chairman of the Board, effective 1 January 2005.

Mr G J Searle will be appointed Surveyor General of Western Australia, effective 1 January 2005.

During 2004 the Board initiated actions to prepare for changes to its structure that result from *The Acts Amendment and Repeal (Competition Policy) Act 2003*. The changes will come into effect on 1 January 2005. The major reform to the *Licensed Surveyors Act 1909* will be in the composition of the Board. To provide for a smooth transition to the new Board structure the following arrangements were announced as coming into effect on 1 January 2005:

The Hon Minister nominated Mr N E Browne to be Chairman of the Board and Mrs C M Randolph to continue to represent the consumers of surveying services;

Mr G J Searle, ex officio, will become a member of the Board.



*D. B. Yagmich & Co*

CERTIFIED PRACTISING ACCOUNTANTS

To **THE LAND SURVEYORS LICENSING BOARD  
WESTERN AUSTRALIA**

**INDEPENDENT AUDIT REPORT TO THE MINISTER FOR LAND  
INFORMATION**

*Scope*

We have audited the attached statement of income and expenditure, being a special purpose report, of The Land Surveyors' Licensing Board Western Australia for the period ending 31 December 2004. The board is responsible for the statement and has determined a statement of income and expenditure is appropriate to meet its requirements. We have conducted an independent audit of the statement of income and expenditure in order to express an opinion to the Minister for Land Information on its preparation and presentation. No opinion is expressed as to whether the statement is appropriate to the needs of the Minister.

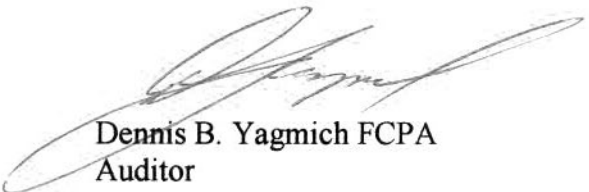
The statement of income and expenditure has been prepared for submission to the Minister of Land Information for the purpose of fulfilling the financial reporting requirements of The Licensed Surveyors' Act. We disclaim any assumption of responsibility for any reliance on this report or on the statement of income and expenditure to which it relates to any person other than the Minister for Land Information, or for any purpose other than that for which the report was prepared.

Our audit has been conducted in accordance with Australian Auditing. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the statement of income and expenditure. These procedures have been undertaken to form an opinion as to whether, in all material respects, the statement of income and expenditure is presented fairly. As a special purpose report, the statement is not required to comply with all Accounting Standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views).

The audit opinion expressed in this report has been formed on the above basis.

*Audit Opinion*

In our opinion, the statement of income and expenditure, showing a deficit of expenditure over income of \$9,936.71, represents fairly the income and expenditure of The Land Surveyors' Licensing Board Western Australia, for the year ended 31 December 2004.



Dennis B. Yagmich FCPA  
Auditor

Dated this *23<sup>rd</sup>* day of February 2005.

14 THE AVENUE, MIDLAND, W.A. 6056

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TELEPHONE: 9250 1133  
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# LAND SURVEYORS LICENSING BOARD - Western Australia

## Income and Expenditure Statement

For the year ended 31 December, 2004

	2004 \$	2003 \$
<b>Income</b>		
Interest received	5,339.75	4,735.01
Registration of Training Agreements	96.00	303.00
Registration of Licensed Surveyor	328.00	192.00
Letters of Accreditation	87.00	42.00
Examination Entrance Fees	3,072.00	3,070.00
Enquiry Fines and Costs	1,500.00	1,500.00
Practising Certificates - Application	1,070.00	735.00
Practising Certificates - Renewal	25,447.00	30,765.00
Practising Certificates - Late payments	1,085.00	1,470.00
Grant	10,000.00	10,000.00
Total income	<u>48,024.75</u>	<u>52,812.01</u>
<b>Expenses</b>		
Advertising and printing	3,519.93	1,780.67
Audit fees	1,330.00	970.00
Bank Fees And Charges	87.00	78.40
Bureau Assess. Overseas Qualifications	200.00	200.00
Conference/seminar costs	9,784.64	1,125.50
Enquiry Costs	12,598.10	8,236.18
Examiners Fees	9,440.00	9,400.00
Insurance	841.00	761.00
Meeting Fees	10,484.00	9,072.00
Meeting Expenses	6,656.73	4,463.66
Postage and Stationery	590.00	448.72
Reciprocating Surveyors Board Meetings	2,248.19	4,127.75
Sundry expenses	181.87	1,036.03
Total expenses	<u>57,961.46</u>	<u>41,699.91</u>
<b>Deficit from Ordinary Activities before income tax</b>	<u><u>(9,936.71)</u></u>	<u><u>11,112.10</u></u>

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.

**LAND SURVEYORS LICENSING BOARD - Western Australia**  
**Statement of Financial Position As At 31 December, 2004**

	Note	2004	2003
<b>Current Assets</b>			
Cash assets	2	130,558.00	140,164.71
<b>Total Current Assets</b>		<u>130,558.00</u>	<u>140,164.71</u>
<b>Total Assets</b>		<u>130,558.00</u>	<u>140,164.71</u>
<b>Current Liabilities</b>			
Payables		1,430.00	1,100.00
<b>Total Current Liabilities</b>		<u>1,430.00</u>	<u>1,100.00</u>
<b>Total Liabilities</b>		<u>1,430.00</u>	<u>1,100.00</u>
<b>Net Assets</b>		<u>129,128.00</u>	<u>139,064.71</u>
<b>Equity</b>			
Surplus from previous years		139,064.71	127,952.61
Retained surplus/(deficit)		(9,936.71)	11,112.10
<b>Total Equity</b>		<u>129,128.00</u>	<u>139,064.71</u>

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.

**LAND SURVEYORS LICENSING BOARD – Western Australia**  
**Notes to the Financial Statements**  
**For the year ended 31 December, 2004**

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**Note 1: Statement of Accounting Policies**

This financial report is a special purpose financial report prepared in order to satisfy the requirements of the proprietor to a financial report. The proprietor has determined that the entity is not a reporting entity.

The financial report has been prepared in accordance with the requirements of the following Australian Accounting Standards:

AAS 5: Materiality

AAS 8: Events Occurring After Reporting Date

No other Australian Accounting Standards, Urgent Issues Group Consensus Views or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The financial report is also prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

# LAND SURVEYORS LICENSING BOARD - Western Australia

## Notes to the Financial Statements

For the year ended 31 December, 2004

	2004	2003
<hr/>		
<b>Note 2: Cash assets</b>		
Bank accounts:		
- Cash at Bank	27,780.49	33,079.26
- Term Deposit	102,643.86	106,909.45
Other cash items:		
- Petty Cash	133.65	176.00
	<u>130,558.00</u>	<u>140,164.71</u>

### Note 3: Contingent Liabilities

Estimates of material amounts of contingent liabilities, not provided for in the accounts, arising from:

<u>0.00</u>	<u>0.00</u>
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LAND SURVEYORS LICENSING BOARD  
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**LAND SURVEYORS LICENSING BOARD**  
**Western Australia**

**Statement by Members of the Board**

The Board has determined that the association is not a reporting entity.


The Board has determined that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statement.

In the opinion of the Board the financial report:

1. Represents fairly the financial position of The Land Surveyors Licensing Board of Western Australia as at 31 December 2004 of its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that The Land Surveyors Licensing Board of Western Australia will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Board and is signed on behalf of the Board by:

Chairman  .....

Secretary  .....

Dated this 26th day of May 2005



