



STORMWATER VICTORIA

Annual Report

2019 – 2020

TABLE OF CONTENTS

TABLE OF CONTENTS.....	2
STORMWATER VICTORIA COMMITTEE MEMBERS 2019 - 2020	3
SUB COMMITTEE MEMBERS 2019 - 2020	4
CORPORATE AND SUSTAINING MEMBERS 2018 - 2019	5
PRESIDENT’S REPORT	6
TREASURER’S REPORT	8
ADVOCACY SUB COMMITTEE REPORT 2019 - 2020	9
SPECIAL PROJECTS SUBCOMMITTEE REPORT 2019 - 2020.....	12
CONFERENCE SUB COMMITTEE REPORT 2019 - 2020	15
EVENTS SUB COMMITTEE REPORT 2019 – 2020.....	15
AWARDS FOR EXCELLENCE SUB COMMITTEE REPORT 2019 - 2020.....	18
EVENTS DELIVERED 2019 - 2020	20
2019 ANNUAL GENERAL MEETING MINUTES.....	21
2019 – 2020 AUDIT REPORT	26

STORMWATER VICTORIA COMMITTEE MEMBERS 2019 - 2020

Executive Committee



President

Jamie Tainton
Afflux



Vice President

Sarah Watkins
Melbourne Water



Treasurer

Rachelle Adamowicz
Melbourne Water



Secretary

Colin McLeod
Maroondah City Council

Stormwater Victoria Committee Members

Name	Organisation	Position
Aaron Dowling	E2Designlab	Committee Member
Alice Lisitsa	ARUP	Committee Member
Bahman Esfandiar	WSP	Committee Member
Elizabeth Smolinska	Jacobs	Committee Member
Jenny Robertson	Cardina Shire Council	Committee Member
Jessica Ward	Spiire	Committee Member
Justin Hinch	City of Greater Geelong	Committee Member
Kate Matthews	Tract	Committee Member
Luke McLean	BECA	Committee Member
Nausheen Obaid	City of Casey	Committee Member
Simon Robertson	GHD	Committee Member
Tania Struzina	Clearwater	Committee Member
Tony Barrett	AECOM	Committee Member
Tracey Pham	Afflux	Committee Member
Zoe O'Hara	Beveridge Williams	Committee Member

SUB COMMITTEE MEMBERS 2019 - 2020

Conference and Awards Sub Committee

Jamie Tainton (Chair)
Elizabeth Smolinska
Bahman Esfandiar
Tony Barrett

Special Projects – Drainage Manual, SQIDEP, Website

Aaron Dowling (Chair)
Alice Lisitcia
Jamie Tainton

Advocacy Sub Committee

Kate Matthews (Chair)
Justin Hinch
Sarah Watkins
Luke McLean

Technical Events & Membership

Tracey Pham (Chair)
Nausheen Obaid
Zoe O'Hara
Simon Robertson
Jenny Robertson
Jessica Ward (Social Media Coordinator)
Rachelle Adamowicz

Executive

Jamie Tainton
Sarah Watkins
Rachelle Adamowicz
Colin McLeod

CORPORATE AND SUSTAINING MEMBERS 2018 - 2019

Sustaining Members

AECOM	e2designlab	GHD	Holcim
Jacobs	Kingspan	Melbourne Water	Rocla Pipeline Products
SPEL	Storm Consulting	Vinidex	Water Technology
Environmental			

Corporate Members

Afflux Consulting Stormwater Management Solutions
Aurecon (VIC)
Banyule City Council
Beca Pty Ltd
City of Casey
City of Greater Geelong
City of Knox
City of Melbourne
City of Monash
City of Port Phillip
City West Water
Dalton Consulting Engineers Pty Ltd
DELWP
DPM Consulting Group
Engeny
LD Eng Pty Ltd
Manningham City Council
Moonee Valley City Council
Moreland City Council
Mornington Peninsula Shire
Ocean Protect
Reeds Consulting
S.V.C. Products Pty Ltd
South East Water Limited
Spiire
Total Drain Cleaning Services Pty Ltd
Yarra City Council

PRESIDENT'S REPORT



Welcome to the 2020 Annual Report. This is my first Presidents Report and we have had a cracker of a year.

For those looking back at this Annual Report in the decades to come I think it's important to outline the changes we have faced in the second half of the 2019-2020 financial year (even though it feels like I'm covering old ground). For those living in the "now", we have seen our stormwater industry pivot and move away from working in an office and face to face meetings. Our new norm is working from home and endless virtual meetings using platforms like Zoom and Microsoft Teams.

For Stormwater Victoria, that has meant postponing physical events and picking up new technology to support our members and the broader industry. Our strong partnership with GEMS Event Management has meant that our professionalism and accessibility hasn't dropped over this period, in fact I'm very happy to report our reach has widened and our regional members are feeling much more engaged. We are getting around three times more attendees in our new webinar format than we ever got to our physical seminars, which is a fantastic outcome and level of engagement. Together with GEMS, our events team have upskilled and dived into these webinars with enthusiasm and passion leading to great speakers, positive partnerships and a greater variety of topics than I ever expected.

There is no doubting that these changes have impacted the association financially. Whilst a "not-for-profit" organisation, we need funds to operate and undertake industry led projects. We have been so grateful for the support of the industry with companies like CityGreen, Iota, and Wave Maintenance supporting our webinars with WaterTech locked in for the next October event too. Thank you very much to Melbourne Water for signing on as our Association sponsor for another 2 years. Melbourne Water and Stormwater Victoria have a long history of collaborative partnership and I'm so grateful to facilitate the continuation of that during my term as President.

We have been working hard this year to formalise the background business fundamental processes of a "not-for-profit" like us. Together with the rest of executive team, this has included:

- utilising the shared working environment at the NAB Village so we now have our own meeting rooms, conference room and open working spaces available to our entire committee as needed.
- re-established core key email addresses to provide more official lines of communication across the committee and industry.
- developed a centralised cloud-based document storage facility to house all our documentation.
- developed a committee "Induction" session to be held for the first time after this AGM.
- refreshed the Code of Conduct to ensure the committee and visitors/attendees and those who interact with our team understand the simple expectations of courtesy and justified influence.
- updated committee handbook.

I was very excited to be part of our recent planning session hosted by our Advocacy team to establish project priorities, assign resources and finalise a broad Stormwater Victoria strategic direction. The Advocacy team did a phenomenal job pulling this event together and utilised the Miro Board software to revolutionise discussion over the online session. I can't thank them enough for their time and effort pulling this together for us.

Our Special Projects team have been a very active group in our committee over the past year. As many of you have already seen we have introduced "The Outlet", a newsletter triggered by our strong relationship with our industry partners like DELWP. With the aim of sending out a newsletter every two months, we have been really grateful for the positive response to the two newsletters that have been released. Our Special Projects team have also been looking at the National SQIDEP protocol. Whilst I have personally distanced myself due to personal conflicts of interest, I have been kept informed of basic progression and collaboration between our sub-committee and other organisations of which I'm really proud.

Finally, thank you to you the membership for your attendance at the events and passion for the industry. Thank you for your patience and feedback as we moved in this ever-changing world and adapted to new technology, family commitments, and the general fear of the unknown. We have still managed to achieve great things together despite the uncertainty and hardship we have all faced. We have found positives in the changes and grown in areas we never expected to. I'm truly amazed by what we can do, even when faced with adversity like we have.

From the words of Dory from the 2003 Disney Classic, Finding Nemo:

Just Keep Swimming!

A handwritten signature in black ink, consisting of a large, stylized 'J' followed by a series of loops and a trailing line.

Jamie Tainton
President
Stormwater Victoria

TREASURER'S REPORT

Stormwater Victoria AGM 2020

Treasurer's Report

Comments on Stormwater Victoria's accounts for the 2019-2020 financial year as follows:

- As of the 30 June 2020, the association's total assets were \$156,464, total liabilities were \$49,160 leaving net assets as \$106,534
- For reference, at the same time in 2019 net assets were \$101,730
- On paper the Association made a profit of \$7,463 for the financial year.
- Membership income for 2020 was \$26,792 for corporate memberships and \$13,247 from individual memberships
- The annual conference is a major source of revenue for the Association and the 2019 conference being our largest and most successful, brought in approximately \$20,000 in revenue. Since the National Conference was to be held in Melbourne in 2020, Stormwater Victoria was not scheduled to hold a conference this year and due to Covid19, were unable to claim any of the potential profit gained from the Stormwater National conference.
- We have received in principle approval from Melbourne Water to continue another two year sponsorship for \$10,500 per year, starting in 2020 and concluding in June 2022. The sponsorship from Melbourne Water will over the two year period provide a total of \$21,000.
- Stormwater Victoria's greatest expenses were secretariat fees, the SIA national levy and event/conference/awards expenses
- The association tax returns to the end of 2020 will be lodged in September 2020.

Rachelle Adamowicz

Stormwater Victoria Treasurer

ADVOCACY SUB COMMITTEE REPORT 2019 - 2020

The Advocacy sub-committee's primary aim for this term was to create the foundation for Stormwater Victoria to transition to a proactive, strategy led approach to its activities within the policy space, providing future committees with the resources to build on existing work and relationships.

In this regard, the sub-committee business plan for this year identified three key areas of action:

1. 'Future proofing' – collate, consolidate and communicate SVs current and previous activities in the policy and advocacy space, and clearly identify and articulate our strategic position on key policy matters
2. Targeted policy work – identify and focus advocacy activities/involvement for this committee year in four key areas, namely BPEM reform, SQIDEP, planning policy reform and implementation, and increasing regional participation/profile
3. Administration – put in place a process/documentation framework to facilitate

Substantial progress has been made within all three action areas, in line with the specific actions/goals outlined in the 2019/20 business plan. Key achievements include:

- Progressing the 2020-25 Stormwater Victoria Strategic Position Paper to final draft status. This purpose of this document is to provide an overarching statement of Stormwater Victoria's vision, purpose and goals, and the framework for the development of yearly Committee and Sub-committee business plans, including objectives and actions. It is also intended to provide guidance on the selection, prioritisation and allocation of Committee resources for advocacy and events. This document was originally commenced a few years ago, but was updated and substantially redrafted by this year's Advocacy sub-committee prior to being presented to the broader committee and executive for discussion at the end of committee year business planning day in August 2020.
- Initiating the bi-monthly Stormwater Victoria member newsletter, in partnership with DELWP. This is intended to be a key channel for industry policy makers (Melbourne Water, DELWP and EPA) to connect with the SV membership base on current and upcoming policy changes, provide a "showcase" through which SVs activities are promoted to members, and build industry awareness of key technical innovations and projects.
- Participated in industry stakeholder workshop for upcoming changes to BPEM, led by EPA. SVs involvement in this process and relationship with the EPA was further strengthened through our April technical events series on implementation of the Healthy Waterways Strategy, which provides much of the scientific basis for these changes.
- Continued involvement in the implementation of stormwater policy through the Victorian Planning System through participation in DELWP working group and review of information resources and materials.

In addition to the above, the subcommittee also made submissions to and promoted other upcoming policy initiatives, including changes to Green Building Certification and certification requirements within the plumbing industry.

Notwithstanding these successes, the advent of the COVID-19 pandemic undoubtedly constrained the sub-committee's overall capacity and effectiveness in the second half of the committee year. Not only did workloads and home/family responsibilities increase substantially for all four sub-committee members, but progress on a number of key policy initiatives – particularly BPEM – slowed or even stalled completely due to the general disruption at the State government level. As

a consequence, a number of actions were not completed or did not progress as originally anticipated.

Full details of this year's activities and progress against the 2019/20 Sub-committee business plan are provided in the table below.

Focus Area 1 – Future proofing	
Review and finalise existing position paper	<p>In progress</p> <p>Previous draft strategic direction paper has now been updated and key content presented to the wider committee at the August 2020 business planning session. The outcomes of this session are now being integrated into the document and finalised by Policy and Advocacy and the Executive Committee, for the 20/21 committee year.</p>
Identify and collate work from previous sub-committees	<p>Completed</p> <p>All previous submissions, documents and work undertaken by previous sub-committees has been collated, where available.</p>
Identify any key actions, leads, contact people, opportunities from previous work	<p>Completed</p> <p>List of key contacts/stakeholders and current policy and advocacy opportunities for 2020 completed.</p> <p>Recommend these documents be updated on a yearly basis and included in the sub-committee business plan moving forward.</p>
<p>Create a 'roadmap' for future committees, outlining:</p> <ol style="list-style-type: none"> 4. What SV has been doing 5. Key areas/opportunities for future actions 6. Key documents and contacts 7. Potential steps forward 	<p>Not completed</p> <p>This action was scheduled for July/August 2020, however the introduction of Stage 4 restrictions further reduced the already limited capacity of the sub-committee so this annual report will need to suffice.</p>
Focus Area 2 – Policy Focus Areas	
<p>BPEM</p> <p>Liaise with MWC and EPA regarding current status of BPEM review and opportunities for input</p> <p>Identify key implications for industry and/or SV position, and communicate (event, website, etc)</p>	<p>Completed</p> <p>Participated in industry workshop on BPEM led by DELWP/EPA.</p> <p>Assisted Events sub-committee in organising two part technical event on Healthy Waterway Strategy and implications for policy (including BPEM).</p> <p>Further rounds of consultation on the upcoming BPEM changes are likely during the 20/21 SV</p>

	committee years. This will provide opportunities for further information sharing with members and advocacy/submissions to the process.
<p>SQIDEP</p> <p>Pull existing information on SQIDEP together and prepare consultation strategy (including materials, eg questions) for members</p> <p>(With committee/Exec) – Seek comment from, and raise awareness of members on SQIDEP to feedback to National and form SV position</p> <p><u>Stretch goal:</u> Create webinar (with Special Projects/comms) or similar ‘summary’ material outlining key aspects of SQIDEP, key implications (technical, financial, etc) and current positions of key stakeholders</p>	<p>In progress</p> <p>A SQIDEP working group has been established within SV as well as incorporating other state branches (inc NSW and QLD). A strategy as to consultation with members and potential development of materials is being developed through this process.</p> <p>Full information is available</p>
<p>Increase regional participation/awareness</p> <p>Promote SV as key industry body and source of support/advice to regional councils</p> <p><u>Stretch goal:</u> Identify and/or actively solicit feedback on regional priorities, concerns and issues relating to stormwater policy and planning.</p>	<p>Commenced, not completed</p> <p>SV was promoted as key stormwater industry associated and resource as part of regional “roadshow” presentations on the City of Geelong Stormwater Strategy.</p> <p>It is recommended that this be included as a priority action for the 20/21 sub-committee, particularly given the increased access to regional stakeholders (and vice versa) afforded by increased uptake of virtual platforms as a result of COVID-19.</p>
<p>Planning Integration</p> <p>Continue to build relationship between SV and DELWP as a key stakeholder in the development and implementation of stormwater planning controls;</p> <p><u>Stretch goal:</u> Actively pursue and participate in opportunities for feedback/content on development of implementation materials</p>	<p>Completed</p> <p>DELWP is now a regular contributor to the bi-monthly SV newsletter, which strengthens the relationship between the two organisations and provides a direct conduit for information sharing and opportunities for further collaboration.</p> <p>Sub-committee members have provided input into the upcoming decision support tool and associated resources for statutory planners and industry, developed by DELWP and Clearwater.</p> <p>It is noted that future opportunities in the land use planning space are likely to be linked more to BPEM implementation, the creation and implementation of local stormwater offset strategies and integration of IWCM in strategic planning projects (structure plans, etc).</p>

Administration	
<p>Establish shared document space and administrative resources:</p> <ul style="list-style-type: none"> • Document storage • Document templates (minutes, agenda, emails, letters, etc) • ‘Set text’ for submissions/contributions outlining SVs key positions, to allow quick feedback on opportunities for input • Database of enquiries 	<p>Commenced, not completed</p> <p>A temporary Policy and Advocacy shared drive was set up in 2019. This has now been merged into the general SV committee shared drive. Templates for sub-committee minutes and agenda have also been developed.</p>
<p>Stakeholder mapping – Populate list of key organisations/contacts in the stormwater space</p>	<p>Completed</p> <p>Recommend this be updated on a regular basis by Policy and Advocacy and included as an action on future business plans to ensure this occurs.</p>
<p>Member mapping – Breakdown by industry, location and interests to understand member interests, better target advocacy actions, and identify opportunities for greater participation.</p>	<p>Not commenced</p> <p>This was scheduled for the second half of the committee year, but was delayed due to the reduction in capacity of sub-committee members due to COVID-19.</p>
<p>Issues mapping – Start list of key areas/initiatives in the stormwater space, status, links to key documents</p>	<p>Completed</p> <p>Recommend this be updated on a regular basis by Policy and Advocacy and included as an action on future business plans to ensure this occurs.</p>
<p><u>Stretch goal</u>: Set up page on SV website with links to key policies/initiatives in the stormwater space, a short statement of what they are and current status, and links to any SV activities in these areas</p>	<p>No longer relevant</p> <p>This action has now been superseded by the bi-monthly newsletter, which will be the primary means through which upcoming policy/advocacy opportunities and work are communicated to members.</p>

SPECIAL PROJECTS SUBCOMMITTEE REPORT 2019 - 2020

A Special Projects sub-committee was established at the start of the 2019/2020 Committee period to focus on pursuits for the benefit of the committee and/or broader industry that do not fall within the purview of any of the other subcommittees.

Four key areas were identified at the commencement of this sitting Committee to be driven by the *Special Projects* subcommittee:

1. Website upgrade – The current website was considered dated and unintuitive, with members and the wider industry being unable to easily register for events, membership, etc through the portal.

2. VUDM (Victorian Urban Drainage Manual) – Stormwater Victoria to support the development of a comprehensive urban drainage manual. This proposal is modelled on the QUDM (Queensland Urban Drainage Manual) and will collate guidelines and recommendations from a range of texts currently being adopted by the industry into one backed by the relevant statutory bodies (MW, DELWP, etc)
3. SQIDEP – Stormwater Victoria to help propel a project that has been in the works for a number of years intended to streamline the testing process for proprietary stormwater quality systems, settling on a method that will ideally be endorsed by MW and other statutory bodies and therefore provide confidence in implementation of such systems in designs.
4. Maintenance manual – Stormwater Victoria are liaising with Stormwater New South Wales to share their newly developed Operations and Maintenance Manual with our Victorian Industry.

During the year, some additional projects have been added as key. These are:

5. Newsletter – The creation of an electronic based newsletter (e-newsletter) was proposed to be populated with news, updates and other relevant information from Stormwater Victoria and other industry contributors and to be issued every one to two months to the membership base and broader contact network.
6. Handbook – An existing Stormwater Victoria Committee Handbook was out of date having been last updated in 2012. An update of this document was proposed to reflect the processes, composition, focus and values of the current Committee with the vision to maintain it as a moving document to be easily updated annually or as required.

Achievements and future recommendations for the above projects are detailed below:

1. Website – No work has been undertaken on a Website Upgrade. Given the numerous projects being pursued by the Stormwater Victoria Special Projects subcommittee, this was determined to be a lower priority for the 2019/2020 Committee period. If resources are available and it is determined by the new Committee to be a higher priority, it is recommended that a dedicated Committee member be assigned to coordinate this project.
2. VUDM – Some initial steps have been taken to furthering the cause of the development of a Victoria wide drainage manual, including an inception meeting, in principal intention to collaborate with ALDE and identification of initial steps required to begin the process of developing a VUDM including:
 - Formalising partnership between Stormwater Victoria and ALDE;
 - Development of a proposed governance structure;
 - Producing a draft prospectus for discussion and comment;
 - Generating a list of stakeholders to consider for industry working group; and
 - Creating a strategy and list of names/organisations to approach regarding funding and/or endorsement.

Limited time and resources prevented significant progress beyond this. However, a state-wide drainage manual for Victoria has been identified as a significant need within the

industry and it is recommended that additional resources be allocated to the work in the subsequent Committee years to advance it. A dedicated working group focused exclusively on the development of a drainage manual within the Stormwater Victoria committee as well as a dedicated industry working group is advised. It is also recommended that the Stormwater Victoria working group advance the steps identified above.

3. SQIDEP – An internal Stormwater Victoria SQIDEP working group was established and met regularly throughout the year. The goal of the working group is to:
 - Review the current version of SQIDEP and identify its strengths and weaknesses
 - Determine a pathway for resolving an SV formal position on SQIDEP in its current form
 - Liaise with Stormwater Australia and/or the SQIDEP governance bodies (such as the technical review panel) regarding changes and feedback to the protocol
 - Engage with the SV membership to inform an SV SQIDEP position paper

The group met bi-monthly to report and share progress. It was agreed that the next step for achieving the goals of the working group would be:

- to engage with the SV membership via survey to understand the general level of understanding of the technical and governance structure of SQIDEP. Survey questions have been drafted and are currently under review by the group. Appropriate timing of the survey is being discussed with the wider committee to consider the timing of events, other SV communications and the AGM
- to engage with key Victorian government authority stakeholder to collaborate on achieving a formal industry position on SQIDEP in Victoria. Identified stakeholders include Melbourne Water, DELWP and EPA

On the national scale, a working group was established comprising representatives from major stormwater associations and regulators across the country. These include Stormwater Victoria, Stormwater NSW, Stormwater Queensland, WaterNSW, Healthy Land and Water, Melbourne Water, Sydney Water and Blacktown City Council. The working group has held three workshop sessions in 2020 facilitated by GEMS. The group provides a forum for representatives to discuss perspectives and concerns regarding the technical and governance aspects of the current SQIDEP protocol and for attendees to appreciate the current position (or lack thereof) of the respective organisations with regards to protocol endorsement. Broadly the group strongly supports the need for a standardised testing protocol for stormwater proprietary devices, however the current SQIDEP has a number of minor problems that need to be addressed before achieving wholesale endorsement of member organisations. The group has collaborated to produce a letter to the board of Stormwater Australia requesting a meeting to discuss the shared concerns. While the President of Stormwater Australia has declined to meet with the group, a follow-up letter requesting reconsideration and reiterating the importance of collaboration has been forwarded to the Stormwater Australia board.

4. Maintenance Manual – Preliminary discussions with Stormwater New South Wales has commenced with a view to collaborate in the new year.
5. Newsletter - Stormwater Victoria issued its first newsletter for several years and its first e-newsletter publication to its membership base and wider audience for the first time on the 18th June 2020, again on the 20th August, 2020 with subsequent issues planned on a monthly to bi-monthly basis. The newsletter has been very well received by the industry and has helped keep the industry connected to Stormwater Victoria through the year. A continuing commitment to regularly produce and issue this newsletter is proposed with a focus on collaboration from key industry bodies (MW, EPA, etc). A dedicated coordinator is required to streamline this process and collate content for each issue. This is then provided to GEMs Event Management (Michelle Glasson has been managing this to date) to be input, finalized and issued.
6. Handbook - The Stormwater Victoria Committee Member Handbook was updated from its 2016 version for the AGM and induction session for the 2020/2021 Committee members induction. The update included:
 - A refined Vision and Values and Mission Statement; Committee and Subcommittee Action plans;
 - Introduction to a Committee Member Code of Conduct; and
 - Updated Position Paper.

Some relevant Appendices will require annual updates to align with evolving Committee Business Plans and maintain current Committee members details. Less frequent updates may also be needed as Committee strategies and management approach evolves over time.

CONFERENCE SUB COMMITTEE REPORT 2019 - 2020

Conference

We hold a conference every year (unless we host the National Conference which was planned for 2020 but now postponed to 2021). Therefore, we have not had a conference in this financial year. The 2021 event is quite progressed, and we can report the following:

- All abstracts have been received and timetabled (this may need restructuring)
- We are committed to running the event in 2021 as scheduled
- The event may be a hybrid or fully online event
- There is still a lot of interest and enthusiasm from the industry regarding the event
- The National Awards will still be run as part of this event.

EVENTS SUB COMMITTEE REPORT 2019 – 2020

At the beginning of the term, the sub-committee discussed our business plan for the following 12 months and collectively we identified the core roles and goals we hoped to focus on:

- **Keep the industry updated on significant industry developments and current/emerging issues, to increase knowledge and engagement**
- **Provide a forum for discussion and progression of current industry issues**
- **Provide an opportunity to network to strengthen relationships within the industry**
- **Provide value to our members**
- **Maintain/raise the profile of Stormwater Victoria**

This drove the strategy of the Events and Membership sub-committee for the year and highlighted the importance of collaborating with various associations. We wanted to build on existing relationships and to expand our network so we can provide broader discussion topics to members.

The early part of the term focused on networking, which included events like “The People’s Choice Awards” with Clearwater, “Blue Meets Green” with ALIA, Christmas Drinks at the Mill House, and New Year celebrations with Clearwater. In the meantime, we drafted the technical events to be held in 2020.

However, the global pandemic and movement restrictions meant that the committee had to pivot from our initial calendar for 2020. We were still able to continue our mission with the help of GEMS and moving to a virtual space. This came as a blessing in disguise as it resulted in consistent record attendance at various webinars held, and consequently helping us to smash our goals for the year (see table below). The webinars we ran include: “Healthy Waterways Series” with Melbourne Water/EPA/others, and “Smart Technology” with South East Water/Knox City/Yarra Ranges. In terms of the 2020/2021 year, we have our technical webinar calendar filled until 2021 which will provide a solid starting point for the new committee.

In addition, we also built inter-committee relationships by working with Policy Committee to deliver the Healthy Waterways Seminar, Special Projects to provide content, Awards Committee to host “The People’s Choice Awards”.

Overall, the team has worked hard over the last year to keep members informed and engaged on stormwater issues within the industry. We have been successful in meeting our focused goals for the year despite interruptions. Good Work Team!

Success Factors Identified in 2019	Comments	Performance
Deliver 4 technical events in financial year (2019/20)	Delivered 3 technical webinars instead which were well received (from post attendance survey)	Good
Maintain event attendance rates between 60 to 80 people	Attendance of ~200 people at each webinar, with a good spread of professional background	Great
Ensure gender diversity for event presenters – at least 50 % of presenters are women (e.g. at least 1 out of 3 or 2 out of 4 presenters are women) over the course of the year	Focused on this specifically. Overall, we had slightly above 50% of female presenters including speakers during networking functions	Great
Co-run at least one of the events with a new organisation	Co-ran “Blue meets Green” with ALIA. Technical webinars had speakers from various backgrounds,	Good

	MW/EPA/SEW/Councils	
Improve audience and membership diversity – 5-10% increase in new organisations represented by attendees compared to 2018/2019	Yes, this was easier to achieve due to much larger turn out to the webinars	Good
Ensure events return a cost neutral or positive revenue to SV over 2019/2020	Networking events were cost neutral, however 2/3 seminars were not sponsored due COVID changes and desire to support the industry over profits	Could Improve
Aim for 1 x SV social media post per week	Jess Ward and Zoe O’Hara ran the SV social media account	Great
Delivery 3 Water Drinks with Clearwater	“People’s Choice Awards”, New Year’s Networking Drinks, June Zoom drinks (online networking)	Great
Discuss and organise Zoom or other method to allow regional members to watch presentations	Provided 3 webinars	Great

Prepared by:

Tracey Pham
 Chair
 Events Sub Committee

AWARDS FOR EXCELLENCE SUB COMMITTEE REPORT 2019 - 2020

Awards

Our state awards are a prestigious event that celebrates the achievements of the industry in the glitz and glamour they deserve. Most recently in 2019 we partnered with the Australian Water Association (AWA) and hosted over 350 people from graduate through to the Managing Directors of the Water Authorities. This event also attracted the attention and attendance of the State Minister for Water the Hon. Lisa Neville. We have also added in a “People’s Choice” award which really generated a lot of interest across the membership pool as the submissions marketed their way to the win!

Success Factor: Maintained or Increased submission numbers	
Goal	Result
Aiming 20-25 award submissions	We received 28 award nominations

Success Factor: Financial Viability of Awards	
Goal	Result
Historically this event has run at a loss of \$5,000 which we are happy to accept if needed.	Our income of \$7800 and expenses of approximately \$14,500 (including an agreement with AWA was a \$6,600 to run the event). A total loss was around \$6,700. This is over and above the expected loss.
Individual Awards are available for sponsorship across the entire event (AWA and SV). These are a standard cost of \$3,000 per award. Ideally, we need 1-2 sponsored awards. A prospectus has been developed and we have commenced discussion with a few companies who have indicated their interest. We should comfortably cover the additional loss generated by partnering with AWA under this system.	We received sponsorship of \$3500 for one award. This needs to be increased in future years.

Success Factor: Quality of Event	
Goal	Result
An over-supply of awards received	Yes
High calibre and well-respected judging panel from a broad audience	Yes, with head judge Val Mag.
Support of the “People’s Choice” Award by the industry through attendance and voting at the Water Drinks event in late October	This was fabulously popular, and the elevator pitch sessions were very well received.
High status VIP attendees increasing the profile of all organisations (currently).	Hon Lisa Neville MP attended as well as all MD’s from water Authorities and Melbourne Water.
Online engagement of attendees through LinkedIn posts whilst at the event	Some engagement however this could be improved
Obtaining positive event feedback in the survey of attendees which will be sent out upon completion of the event (including positive feedback on venue, catering, organisation of the event)	The event feedback was very positive. This encouraged us to change the regularity of the event to annual to maintain the momentum of the

	<p>relationship with AWA and the industry. With 350 people in the audience that was an outstanding reception and support of the combined event.</p> <p>Note: Due to the global COVID-19 pandemic, we have decided to postpone the event for this year and pick it up late next year (2021)</p>
--	--

EVENTS DELIVERED 2019 - 2020

Stormwater Victoria Water Smart Tree Seminar

Thursday, 26th September 2019

City of Melbourne Bowls Club

Speakers:

- Chris Szota
- Kate Heron
- Gary Walsh
- Ben Gooden

Victorian Water Awards Luncheon

Thursday, 5th December 2019

ZINC, Federation Square

2019 Stormwater Victoria End of Year Drinks

Thursday, 5th December, 2019

The Mill House

Melbourne, Victoria

Healthy Waterways Strategy: How does it fit into the current context? – Overview HWS Webinar Series

Thursday, 21st and Thursday 28th May 2020

Online

Smart Technology: Talking Tanks for Water Conservation, Flood Management and Environmental Baseflow Webinar

Thursday, 16th July 2020

Online

Clearwater/Stormwater Victoria Water Drinks

October Water Drinks

Tuesday 29th October 2019

Intercontinental Hotel, Market Lane Bar

February Water Drinks

Monday, 24th February 2020

Boatbuilders Yard

2019 ANNUAL GENERAL MEETING MINUTES

**Stormwater Victoria
Annual General Meeting Minutes**

**Melbourne Water
Level 1, 990 Latrobe Street, Docklands
Friday, 30th August 2019**

E-mail: office@stormwatervictoria.asn.au

ABN: 13 151 464 564

The 2019 Annual General Meeting of the Stormwater Victoria was held in Room 1.8, Level 1, Melbourne Water, 990 Latrobe Street, Docklands from 12.08 noon until 12.40 pm.

1. MEETING CHAIRMAN'S OPENING REMARKS

Chris Beardshaw welcomed members and guests to the AGM. Everyone in the room was asked to introduce themselves.

2. ATTENDANCE

Jamie Tainton, Afflux
Sarah Watkins, Melbourne Water
Colin McLeod, Maroondah City Council
Chris Beardshaw, Afflux
Bahman Esfandiar, WSP
Tracey Pham, Afflux
Kate Matthews, Cardno
Zoe O'Hara, Beveridge Williams
Aram Manjikian, Beveridge Williams
Berhard Salmi, Water Technology
Mirceu Stancu, SPEL
Luke McLean, DCE (BECA)
Birdie – Water Technology
Elizabeth Smolinska, Jacobs
Justin Hinch, City of Greater Geelong
Aaron Dowling, E2Designlab
Alice Lisitica, Arup

APOLOGIES AND PROXIES

Name	Organisation	Proxy to
Rachelle Adamowicz	Melbourne Water	No proxy provided
Charlotte Beresford	Melbourne Water	No proxy provided
Jamie Comley	J Comley Consulting	No proxy provided
Jessica Ward	Spiire	No proxy provided
Andrew Allan	Manningham Council	No proxy provided
Jenny Robertson	Cardinia Council	No proxy provided

3. MINUTES OF ANNUAL GENERAL MEETING 20th August 2018

Resolution: That the Minutes of AGM held on 20th August 2018 be confirmed.

MOVED: Sarah Watkins
SECONDED: Aram Manjikian

4. BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes of the 2018 AGM.

5. CORRESPONDENCE

There was no correspondence tabled at the Annual General Meeting.

6. PRESIDENT'S REPORT

The President’s Report contained within the Annual Report, was read out at the meeting. CB advised that he has reached out to previous members of the executive and have formed an informal group of ‘advisors’ comprising of previous executive members who may be able to assist the Stormwater Victoria Committee going forward. This assistance may be particularly important given the number of issues that are facing the committee over the next 12 months. Some of the members of SCOLA include Philip Joyce and Andrew Allan.

Resolution: That the President’s Report be confirmed.

MOVED: Andrew Allan
SECONDED: Jamie Tainton

7. TREASURERS REPORT AND PRESENTATION OF AUDITED FINANCIAL STATEMENT

The Treasurer’s Report (including the Profit and Loss and Balance Sheet for 2018/2019) is contained within the Annual Report.

Resolution: That the Treasurer’s Report be confirmed.

MOVED: Bahman Esfandiar
SECONDED: Elizabeth Smolinska

8. ELECTION OF COMMITTEE AND OFFICE BEARERS

The 2018/2019 Stormwater Victoria Management Committee were required to step down and as there are no members of the Executive who are retaining their positions for the 2019/2020 term, all existing executive also stepped down.

The following members of the 2018/2019 Committee had advised they were stepping down from the committee or did not renominate:

- Birgit Jordan, Melbourne Water
- Charlotte Beresford, Melbourne Water
- Chris Breadshaw, Afflux
- Harry Virahsawmy, Alluvium
- Jamie Comley, Jamie Comley Consulting
- Sam Innes, E2Designlab
- Aram Manjikian, Beveridge Williams
- Philip Joyce, GHD
- Emma Hendy, Wallbridge Gilbert Aztec

Based on the Electronic Ballot, the following nominees were elected to positions on the Management Committee for 2019/2020:

Name	Organisation	Position
Jamie Tainton	Afflux Consulting	Committee Member
Sarah Watkins	Melbourne Water	Committee Member
Colin McLeod	Moorandah Council	Committee Member
Rachelle Adamowicz	Melbourne Water	Committee Member
Aaron Dowling	E2Designlab	Committee Member
Bahman Esfandiar	WSP	Committee Member
Kate Matthews	Cardno	Committee Member
Tracey Pham	Afflux Consulting	Committee Member
Elizabeth Smolinska	Jacobs	Committee Member
Jenny Robertson	Cardinia Council	Committee Member
Justin Hinch	City of Greater Geelong	Committee Member

Nausheen Obaid	City of Casey	Committee Member
Jessica Ward	Spiire	Committee Member
Luke McLean	Dalton Consulting Engineers	Committee Member
Tony Barrett	AECOM	Committee Member
Zoe O’Hara	Beveridge Williams	Committee Member
Simon Robertson	GHD	Committee Member
Alice Lisitsa	Arup	Committee Member
Jessica Walker	DELWP	Committee Member

The positions of President, Vice President, Treasurer and Secretary were declared vacant as all members of the executive had either stepped down or nominated for alternative positions on the Executive. Julie McGraw read out the nominations for the 2019/2020 Executive Committee.

Jamie Tainton
Elected unopposed as President of Stormwater Victoria

Sarah Watkins
Elected unopposed as Vice President of Stormwater Victoria

Rachelle Adamowicz
Elected unopposed as Treasurer of Stormwater Victoria

Colin McLeod
Elected unopposed as Secretary of Stormwater Victoria

Resolution: That the nominations for the positions of President, Vice President, Treasurer and Secretary and the positions of Committee Members for Stormwater Victoria for the 2019/2021 year be accepted. (2 years term).

MOVED: Andrew Allan
SECONDED: Luke McLean

9. APPOINTMENT OF AUDITOR

Resolution: That E H Tan be reappointed as auditors for the Stormwater Victoria for 2019/2020

MOVED: Jamie Tainton
SECONDED: Sarah Watkins

10. GENERAL BUSINESS

Jamie Tainton thanked Chris Beardshaw for the work done on the Stormwater Victoria Committee over the last 10 years and particularly the last 3 years in his role as President.

11. DATE OF NEXT MEETING

The next Annual General Meeting for Stormwater Victoria will be held in August 2020.

12. CLOSE OF MEETING

There being no further business, the President, Jamie Tainton closed the meeting at 12.49 pm

These minutes form a true record of the business of the Stormwater Victoria Annual General Meeting held on Friday, 30th August 2019

Prepared by: Julie McGraw, GEMS

Date: Friday, 30th August 2019

2019 – 2020 AUDIT REPORT

STORMWATER INDUSTRY ASSOCIATION OF VICTORIA

PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2020

		2020
INCOME		
Conference Revenue		
Member	14,682	
Non Member	10,752	
Reimbursement of Seeding Funds	516	25,950
Events Income		
Member	3,866	
Non Member	2,824	6,690
Interest Income		74
Membership Income		
Corporate Membership	26,792	
Individual Membership	13,247	40,039
Miscellaneous Revenue		151
Other income - Credit Card Processing		9
Sponsorship - Mebourne Water		10,000
Water Drinks Revenue	-	29
		82,884
EXPENSES		
Awards, Conference & Event Expenses		14,653
Bank Charges		132
Committee Expenses		554
Consultancy Fees		1,680
Filing Fees		54
Insurance		2,540
Scholarship		6,250
Secretariate Fees		28,858
SIA National Levy		16,326
Travel		1,494
Website Design & Maintenance		2,880
		75,421
NET INCOME FOR YEAR		\$ 7,463

STORMWATER INDUSTRY ASSOCIATION OF VICTORIA

BALANCE SHEET AS AT 30 JUNE 2020

	2020
EQUITY	
Opening Balance	99,071
Net Income for year	7,463
	<u>\$ 106,534</u>
 REPRESENTED BY:	
CURRENT ASSETS	
Accounts Receivables	29,093
Business Saver Account - CBA	60,705
Commonwealth Bank Chequing - CBA Business Account #1	2,918
National Operation Account	59,618
Tax Refundable	4,130
	<u>156,464</u>
TOTAL ASSETS	<u>156,464</u>
 Less CURRENT LIABILITIES	
Accounts Payable	9,533
Accounts Receivable Accrual	39,772
Suspense Account	625
	<u>49,930</u>
TOTAL LIABILITIES	<u>49,930</u>
 NET ASSETS	 <u><u>\$ 106,534</u></u>

STORMWATER INDUSTRY ASSOCIATION OF VICTORIA

**NOTES TO AND FORMING PART OF THE
FINANCIAL ACCOUNTS**

FOR THE YEAR ENDED 30 JUNE 2020

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The accounts have been prepared in accordance with relevant Australian Accounting Standards and the disclosure requirements of the Associations Incorporation Act 1981. The accounts of the Association have been prepared on an accrual basis, with the exception of membership and conference income, which are recorded as income when billed, and are in accordance with conventional historical cost principles.

The Association is not a reporting Association because, in the Committee's opinion, there is unlikely to exist users of the accounts who are dependent on general-purpose financial reports of the Association for information. These accounts are therefore a "Special Purpose Financial Report" prepared so as to comply with the requirements of the Constitution and to provide information required by the members.

The following is a summary of the significant accounting policies, adopted by the Association in the preparation of the accounts, which have been consistently applied unless otherwise stated.

(a) Income tax

Stormwater Industry Association of Victoria is a not for profit membership organisation and the income tax is determined by the Mutuality Principle. It is based on the proposition that an organisation cannot derive income from itself. The principle provides that where a number of persons contribute to common fund created and controlled by them for a common purpose, any surplus arising from the use of that fund for the common purpose is not income. This principle does not extend to include income that is derived from sources outside that group. Therefore the income from sources outside the group and the associated expenses are used to determine the tax liability.

(b) Property, Plant & Equipment (PPE)

Plant and equipment are carried at cost less, where applicable, any accumulated depreciation. The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

(c) Cash and cash equivalent

Cash and cash equivalents includes cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of six months or less.

(d) Revenue

Revenue is measured at the fair value of the consideration received. All revenue is stated net of the amount of goods and services tax (GST).

(e) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the balance sheet.

2. LEVY PAYABLE TO NATIONAL STORMWATER INDUSTRY ASSOCIATION

In accordance with Clause 23 of the "Protocol for the linking of the SIA Associations", SIA (VIC) must forward an annual subsidy levy per membership to the National SIA Association based on the number of financial members registered each quarter.

3. CAPITAL COMMITMENTS

There were no contracts entered into for future capital expenditure in the current financial year.

4. CONTINGENT LIABILITY

No contingent liabilities existed as at 30 June 2020.

5. MORTGAGES, CHARGES AND SECURITIES

At 30 June 2020 there were no mortgages, charges, or securities of any description affecting any of the property.

6. EVENTS SUBSEQUENT TO BALANCE DATE

There are no items or events of a material or unusual nature that have occurred since 30 June 2020 which should be disclosed.

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF THE STORMWATER INDUSTRY ASSOCIATION OF VICTORIA**

We have audited the accompanying financial report, being a special purpose financial report, of Stormwater Industry Association of Victoria (the "Association"), which comprises the balance sheet as at 30 June 2020, the income and expenditure statement for the year then ended and notes comprising a summary of significant accounting policies and other explanatory information.

Committee's Responsibility for the Financial Report

The committee of the association is responsible for the preparation and fair presentation of the financial report, and has determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the Associations Incorporation Act 2009 (VIC) and is appropriate to meet the needs of the members. The committee's responsibility also includes such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion of the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance 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 Association'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 Association's internal control. An audit also includes evaluation the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for the distribution to members for the purpose of fulfilling the committee's financial reporting under the Associations Incorporation Act 2009. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of the Corporations Act 2001.

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF THE STORMWATER INDUSTRY ASSOCIATION OF VICTORIA**

Basis for Qualified Auditor's Opinion

The nature of the activities of the incorporated entity is such that income received from membership, sponsorship and public events conducted during the year, representing a significant source of revenue for the Association, is recorded on a cash basis. The committee has determined that it is impracticable to establish control over the collection of cash sponsorships and public event receipts prior to their initial entry in the accounting records. Accordingly, we do not express an opinion on whether all receipts have been properly recognised.

Qualified Auditor's Opinion

Subject to the above reservation, in our opinion, the financial report presents fairly, in all material respects, the financial position of Stormwater Industry Association of VIC as at 30 June 2020 and the results of its operations for the year then ended in accordance with the Associations Incorporation Act 2009 (VIC).

Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Stormwater Industry Association of VIC to meet the requirements of the Associations Incorporation Act 2009. As a result, the financial report may not be suitable for another purpose.

12 August 2020

ENG HWA TAN
PARTNER
E H TAN & CO
CHARTERED ACCOUNTANTS

Jamie Tainton
President

Rachelle Adamowicz
Treasurer

Dated this 27th day of August 2020