



WECA's Purpose: To foster a vibrant and sustainable engineering sector by attracting and developing engineers for the future."

Annual Report

2019 - 2020

WECA is grateful for the support of its sponsors:



WAIKATO ENGINEERING CAREERS ASSOCIATION (WECA)

2020 ANNUAL GENERAL MEETING

Thursday 12th November 2020
Wintec Avalon Campus – Room Gg.25
4.00pm Drinks, Nibbles & AGM

AGENDA

Ref		Attachment
1.0	AGM Welcome Apologies	
2.0	Minutes of 2019 Annual General Meeting Matters Arising	2.1 Page 3-10
3.0	WECA Chair Report	3.1 Page 11-12
4.0	WECA Manager's Report	4.1 Page 13-17
5.0	Financial Report 2019/20	5.1 Page 18-20
6.0	2020/21 Budget	6.1 Page 21
7.0	Board Member Nominations	7.1 Page 22
8.0	General Business	
9.0	Close of Annual General Meeting	

Attachment 2.1: Minutes of 2019 AGM

Held:	4.15pm, 11 December 2019, Wintec – Rotokauri campus
Recorded by:	Levinia Paku
Chair:	Dave Stuart, WECA Board Chair

1. Welcome

Dave Stuart, WECA chair opened the meeting by introducing himself and thanked those present for attending.

AGM Attendees

Present:

Adrian Marshall, Allen Bryce, Andrew Fredrickson, Bart Engelsman, Bryce Arnold, Byron Arnold, Dave Stuart, David Sanft, Kaleo Benavides, Levinia Paku, Mary Jensen, Matt Foulkes, Melinda Deller, Novell Gopal, Owen Embling, Peter Drube, Roy Adams, Sally Birch, Shelley Wilson.

Member companies present:

Active Plastics, ADELL Engineering, ALTO, Competenz, Convex, ETCO, JP Marshall, Mainline, NDA, Pentair Flow Technologies, Precision Machining, Stafford Engineering, Te Waka.

Affiliates and sponsors present:

Wintec, ETCO

Apologies

Adrian Gozdz, Antony Higgs, Geoffrey Craig, Ingrid Chettleburgh, Jewal Morrison, Joseph Sopers, Kathy McGovern, Marina Rauputu, Michael Ashford-Beck, Mike Duke, Mike Welten, Pam Roa, Roger Evans, Sarla Kumari, Shelley Halpin, Steve McNae, Trisha and Graham King, Geoff Robertson.

Moved: Keith Fraser

Seconded: Bryce Arnold

2. Minutes of AGM 2018

Motion that minutes from 2018 be accepted

Moved: Bryce Arnold

Seconded: Adrian Marshall

3. WECA Chair Report 2019

Dave Stuart, WECA Chair.

Continue to build on what we have, develop our young talent while showcasing engineering as a worthy career. WECA is in good shape.

Motion that the WECA's Chair report be accepted.

Moved: Shelley Wilson

Seconded: Owen Embling

Events and Expos 2019

- EVelocity Co-ordination
- Lobbying – immigration, Visa services
- ROVE
- Attend Wintec trades and diploma employer partnership group, plus University of Waikato industry advisory group and Waikato Labour Market Strategy group
- Career expos and evenings (Waikato, Rototuna High School, Got a Trade Got it Made)
- Engineering in Action – Wintec
- University of Waikato – Engineering Design show
- Member events, Hamilton EV, CultivateIT (Cross-sector collaboration) Hamilton EV – EVelocity event
- New memberships/sponsorship drive
- Subs co-ordination
- Website management and promotion development
- Input into ED work (including workforce planning)

EVelocity

- 18 schools involved, 15 in Regional Finals
- 31 teams
- 25% girls, 20% Maori and Pasifika
- 100s at Regional Finals
- Wintec launch
- Employer engagement
- School visits
- 3 Build Days
- Scrutineering
- Regional Final (KartSport)
- Nationals (KartSport)

2019 Key Areas – Strategic plan

Advocacy

- University and Wintec industry advisory groups
- Waikato Labour Market Strategy Group
- CONNECT Waikato

- Waikato Plan
- Te Waka sector project reference group

Strategic alliances

- Cultivate IT inaugural networking event
- Engineering NZ – Engineering dinner panel
- MSD: Mana in Mahi contract

Lobbying

- Lobbied Ministry of Immigration in attempt to fast-track immigration applications for WECA members
- Canvased WECA members and incorporated feedback from 12 members in a submission to the Tertiary Education Commission for the Review of Vocational Education (ROVE).

Looking Forward 2020

Strategic alliances

- WECA will look to work alongside Te Waka and potentially EMA and EngineeringNZ to develop a Labour Market Strategy for Manufacturing and Engineering involving developing and attracting talented staff.
- WECA will continue to pursue collaborative events and activities with the Digital sector through Waikato's Cultivate IT

Lobbying

- WECA will build on the Technology Teachers research conducted in 2016 alongside the Ministry of Education to ensure that there is a robust succession and training plan in place in order to continue to have a strong cohort of Technology teachers in place in secondary schools into the future.
- WECA will build on the **Technology Teachers** research conducted in 2016 alongside the Ministry of Education to ensure that there is a robust succession and training plan in place in order to continue to have a strong cohort of Technology teachers in place in secondary schools into the future.
 - Tendering to Ministry of Education to run Waikato Engineering Career Expo/Roadshow event/s
 - Digital Youth Strategy (Social Media)
 - New promotional material
 - Membership/Sponsorship

4. WECA Manager's Report

The WECA Manager's Report was presented by Sally.

WECA has finished 2019 on a strong note with a number of new members recently joining, a good finish to the Evolocity project, and Mana in Mahi starting to gain momentum. The importance is greater than ever to create good quality work opportunities and create

pathways for youth, from work experience, apprenticeships, and cadetships into jobs, this has been widely recognised in engineering circles as we've worked together to address skills shortages and continue to "grow our own" workforce.

As competition builds to attract good young people into our industry WECA is determined to play our part to attract and transition young people from education into industry which has always been a priority for WECA and its members.

There have been a number of successful events throughout the year but again one of the highlights of the year has been the EVelocity project. Thank you to Levinia as you have been heavily involved in organising another successful competition including the project launch, school visits, the group build days, and competition day .The EVelocity project is well aligned to WECA and we've found it to be a good platform to showcase engineering on competition day at the Hamilton Kart Sport track.

This year WECA has been operating a separate bank account and we have been managing our finances through Xero which has been working very well. The board can now get an up to date view of financial position at each meeting.

The team of Mary, Sally and Levinia have again this year done a great job for WECA, their efforts have played a large part in the continued success of WECA. Thank you for your good work with limited resources, this is very much appreciated by the WECA board. There have been a number of well supported and interesting member events and industry visits over the year. Thank you to the host companies for your efforts and for opening up your businesses to us all, it's a pleasure to all attending.

Succession planning is an important part of WECA and it's pleasing to see new people able to join the board. Going into 2020 I will not be standing for board Chair re-election but will still be involved on the board. I've very much enjoyed my time as Chairman and I've met a lot of great people along the way.

It's clear that we have something very special here in WECA that other regions around New Zealand would be very pleased to have as their own, I'm sure we'll continue to build on what we have, building better relationships between education and industry and developing our young talent into great engineers while promoting engineering as a great career.

In closing, I would like to thank Wintec for their continued support and hosting our board meetings and the AGM, the rest of the board, Mary, Sally, and Levinia, WECA sponsors and everyone who has contributed to the success of WECA over the last year.

Dave Stuart
WECA Chair

Motion that we accept the manager's report.

Moved: Dave Stuart

Seconded: Keith Fraser

5. Financial Report

The Financial Report was presented by Dave Stuart on behalf of Steve McNae.

A suggestion that the payments for the Mana in mahi contract be separated out or kept separate due to the irregularity of the payments.

Motion: The Financial Report and budget be accepted

Moved: Bryce Arnold

Seconded: Dave Stuart

6. Board Member Nominations 2019/20

Dave Stuart to stand down as chair but remain on the board; Keith Fraser has volunteered to be the Chair.

Bart Engelsman to retire from the WECA board.

Recommendation: That the Members approve the WECA Board for the 2019/20 Year:

- Dave Stuart
- Mike Welten
- Shelley Wilson
- Keith Fraser
- Mark Dyer
- Adrian Marshal

Dave was acknowledged for his work and contribution to WECA.

Motion to accept the board nominations for 2020

Moved: Dave Stuart

Seconded: Matt Foulkes

Changing of the constitution – presented by Mary Jensen

RULES OF ASSOCIATION -proposed changes excerpts			
4.		Mary Jensen	Deleted: Constitution ↓
(a)	Promote and encourage the pursuit of engineering as a career of choice amongst people in the Region <u>in order to strengthen the productive and export sectors for the benefit of the NZ economy.</u>	Microsoft Office...	Deleted: . ↓
(b)	Enhance the employment <u>and training</u> opportunities available in the <u>engineering industry</u> in order to facilitate its growth and general well-being for the benefit of all.	Microsoft Office...	Deleted: <#>Report and promote the ↓
(c)	<u>Develop</u> a common approach amongst Industry participants in all matters affecting the pursuit of engineering careers in the Region.	Microsoft Office...	Deleted: l ↓
(d)	<u>Inform and educate</u> the public (including, without limitation, potential engineering trainees, their families and educational providers and facilitators) of the potential benefits available from pursuit of engineering careers.	Microsoft Office...	Deleted: members ↓
(e)	Advise and assist schools and other educational facilities with preparing potential trainees for careers in engineering.	Microsoft Office...	Deleted: Advance and strengthen the ↓
(f)	Raise funds and arrange sponsorships for <u>trainees</u> , apprenticeships and scholarships in the Industry.	Microsoft Office...	Deleted: d ↓
(g)	Do all such acts and things as are or may be incidental to the attainment of all or any of the objects for which the Association is established.	Microsoft Office...	Deleted: E ↓
(h)	Do all such other acts or things incidental or conducive to attainment of any of the above objects.	Microsoft Office...	Deleted: <#> and generally promote and ↓
		Microsoft Office...	Deleted: <#>Provide members of the ↓
		Microsoft Office...	Deleted: <#>Represent and promote the ↓
12.3	Up to four Board Members (as from time to time nominated by the Board) may be authorised to <u>authorise payments</u> on the said accounts on behalf of the Association. Each <u>payment</u> must be signed by two of such authorised Board Members.	Mary Jensen	Deleted: <#>Definitions ↓
12.4	The Treasurer shall keep such books of account as may be necessary to provide a true record of the Association's financial position.	Mary Jensen	Deleted: z ↓
12.5	The Treasurer shall prepare for each financial year an annual report for the Association which shall include financial statements approved by the Association's auditors.	Mary Jensen	Deleted: draw and sign cheques ↓
12.6	At each Annual General Meeting, the Treasurer shall report on the Association's financial position and shall present to the Association the accounts for the previous financial year, together with a budget for the next financial year.	Mary Jensen	Deleted: cheque ↓
19.	Winding Up	Mary Jensen	Deleted: z ↓
19.1	The Association may be wound up by a resolution passed by a majority of the members represented at a Special General Meeting called for the purpose of winding up.	Mary Jensen	Deleted: and the Treasurer ↓
19.2	Such vote shall be by ballot.	Mary Jensen	Deleted: audited ↓
19.3	<u>if upon the winding-up or dissolution of WECA there remains after the satisfaction of all its debts and liabilities any property whatsoever, the property shall not be paid to or distributed among the Members of WECA but shall be given or transferred to some other association, organisation or body having objects similar to the objects of WECA, or to some other charitable organisation or purpose within New Zealand</u>	Mary Jensen	Deleted: <#>Seal ↓
		Mary Jensen	Deleted: 3 ↓
		Mary Jensen	Deleted: l ↓
		Mary Jensen	Deleted: There shall be a seal of the ↓
		Microsoft Office...	Deleted: If at any time the Association shall ↓
		Microsoft Office...	Formatted ↓
		Microsoft Office...	Deleted: Such distribution to members ↓

Changes required: Wording to be amended in section 12.3 change “signed” to “authorised”.

Motion that we accept to make these changes to the constitution

Moved: Dave Stuart

Seconded: Owen Embling

The motion passed unanimously.

7. General Business

Queries raised included; what is WECA’s involvement in the ROVE and WDC (Workforce Development Council)?

Mary is involved in the regional skills group discussed the 6 leads from different sectors, employer driven, a systematic approach to data coming and going. Industry led and skills required to meet the regions need. Waikato is the only region that has a labour market group already.

There was discussion around the COVE (Centre of Vocational Education) and WECA feeds into it.

Primary and Construction are currently being set up and are in the process, Waikato Chamber of Commerce about us lobbying for that, for Agriculture area (Primary industries) we need to find the right channel to do so.

Waikato has a strong case for having a manufacturing COVE here in the region. However, the process is to get the Primary and Construction up and running and the other sectors will be modelled off this, which will allow for modification for future ones.

Shelley Wilson mentioned that we need to have a voice in these COVES, they are a consortium it is important that you show that you are working with others and networking. The COVE has to be either at an institute or a Wananga but will not be owned by the institute. Any IP will be used nationally. Benefits to this, but important that we are part of one COVE, or being a part of the consortium in that space.

Expression of interest in by Feb 2020 to have it in place by March (for Agriculture and Construction).

Board of directors in Wintec, they want them to be in place. There will be a council for the whole institute.

WECA has very strong representation in the strategic level, in a fortunate position to be represented.

Close of Annual General meeting 5.15pm

Attendees WECA AGM 11 December 2019

#	Name		Company
1	Bart	Engelsman	Active Plastics
2	Bryce	Arnold	ADELL Engineering
3	Keith	Fraser	ALTO
4	Roy	Adams	Competenz
5	Allen	Bryce	Competenz
6	Peter	Drube	Convex
7	Owen	Embling	Convex
8	David	Sanft	ETCO
9	Adrian	Marshall	JP Marshall
10	Melinda	Deller	NDA
11	Byron	Arnold	Pentair
12	Andrew	Fredrickson	Precision Machining
13	Novell	Gopal	Te Waka
14	Dave	Stuart	Stafford Engineering
15	Levinia	Paku	WECA
16	Mary	Jensen	WECA
17	Sally	Birch	WECA
18	Kaleo	Benavides	Wintec
19	Matt	Foulkes	Wintec
20	Shelley	Wilson	Wintec

Attachment 3.1: WECA Chair Report 2020

2020 has presented various challenges and opportunities, and I'm very pleased to report on another successful year for the WECA organisation despite the significant disruption brought about by the COVID-19 pandemic. Unfortunately it's not possible to review the last year without mentioning the impact of the pandemic on WECA activities, our members and our community. During the first lockdown phase the WECA team took on the role of facilitating the WECA network to support each other by way of Zoom calls to keep in touch and share experiences and knowledge. Following lockdown, the WECA team undertook a member survey and commenced lobbying the government to consider the impact of the situation on the engineering sector and urging positive responses to support employers, based on feedback from our members.

Despite these disruptions WECA continued with regular business, successfully running the Evolocity programme from launch through to hosting the Waikato-Bay of Plenty regional finals at KartSport in Hamilton. While this is a cost-neutral activity for WECA, the student survey responses really tell the story as to how important these programmes are for introducing young people to the world of Engineering. WECA members have also placed seven Mana in Mahi candidates in full time employment so far, with further opportunities to continue this relationship with the Ministry of Social Development going forward. The Futureforce magazine was published again with a significant section featuring WECA members and the local engineering industry generally. The annual Engineering in Action event was unfortunately cancelled due to COVID-19, however we have reserved our place for the 2021 event.

On the financial front, the organisation is in a healthy state with all things considered, recording a modest surplus for the financial year. We were able to access significant new funding through the Ministry of Education to support the running of four careers-related events, two of which were able to be completed this year, with two more to be undertaken in 2021. The Ministry of Social Development also provided COVID-19 community response funding to support our involvement in the recovery efforts, and these two successful grants indicate how much traction WECA is gaining in terms of being seen by relevant government agencies as the voice of engineering employers in the region. We are budgeting for a slightly lower income for 2021 as some of the special funding opportunities are less likely to be available, however we are looking to leverage the profile that WECA is developing to access other sustainable funding opportunities and further reduce reliance on member subscriptions as a primary funding source. I would like to acknowledge Michelle Roberts from Stafford Engineering for all her hard work keeping a close eye on the finances, and to Steve McNae from Stainless Design for his ongoing support lending his oversight and experience as a past board member and chair.

In my view one of our most significant achievements this year is our key involvement in the establishment of the interim Regional Skills Leadership Group as part of the Review of Vocational Education. Mary identified an opportunity for WECA to play a critical role in the appointment of a sector representative to be the voice of our industry sector, and we had the perfect candidate in mind. WECA entered into a collaboration with EMA and with the combined strength of both membership organisations we were able to successfully nominate Pam Roa from WECA member Longveld Engineering to represent the Manufacturing, Engineering and Logistics sector. There has been a huge amount of work put in behind the scenes by Mary to make this happen and we are

indebted to Pam for taking up this role. This is an unmissable opportunity for WECA to have a seat at the table and have real influence on the shape of industry training for the future, which is aligned perfectly with WECA's mission.

Finally I would like to acknowledge all the very hard work put in by Mary and the rest of the WECA team this year to keep us moving in a positive direction, while many of us were facing hurdles in our own organisations. I would also like to acknowledge the ongoing contribution of WECA members, our sponsors, and welcome to our new member WEL Networks and our new affiliate members EngineeringNZ and Rata Recruitment.

A personal thanks also to the board members who support WECA in kind by lending their expertise. We have another exciting year ahead of us as we seek to continue to grow our influence and impact for the benefit of our community, and I wish all WECA members, families and friends a happy and safe festive season, and a prosperous 2021.

Keith Fraser

WECA Chair

Attachment 4.1: WECA Manager's Report

Thanks to WECA sponsors for the year:

- Wintec
- The University of Waikato
- The Electrical Training Company
- Hamilton Electric Vehicles

1. New Members

We have signed up **WEL Networks** as a member and **EngineeringNZ** and **Rata Recruitment** as affiliate members.

2. Activities:

2.1 Manager and Co-ordinator general duties undertaken as listed:

- Part time roles
- 6 newsletters per annum
- 6 weekly board meetings
- Member event management
- EVelocity coordination
- Lobbying on behalf of members
- Attended Wintec Employer Partnership Group meetings plus University of Waikato's industry advisory group, Waikato Labour Market Strategy Group, Connect Waikato
- Careers Expos and evenings (organised but cancelled) – MoE funding
- Membership/sponsorship drive and subs coordination
- Website management and promo development
- Media releases
- Handling enquiries from potential employees and employers
- Social media management
- Mana in Mahi contract with MSD

2.2 Ministry of Education funding

We were successful in receiving a \$20k Ministry of Education grant to run a series of four careers expos and events throughout the region. WECA was one of 32 industry groups throughout NZ to receive funding.

Our plan was to build on our normal work plan with four strengthened events; **1.** at the Evolocivity launch on March 5th; **2.** at the Waikato Careers Expo on June 7th and 8th; **3.** the South Waikato Career Pathways Expo on June 15th, and **4.** at the EVolocivity Regional Final on October 16th.

Covid-19 saw **2.** and **3.** above cancelled due to Level 2, 3 and 4 restrictions. The Careers Expo payment has been put forward to 2021 and remaining Ministry of Education funding will now support the following two events:-

- South Waikato Careers Expo on May 31, 2021
- Waikato Careers Expo June 13 and 14, 2021

2.3 Staffing

Maddie Walker has joined the WECA Team as a Projects Assistant. **Levinia Paku** is now based at University of Waikato in the School of Engineering as School Manager but has still co-ordinated Evolocity Waikato in 2020 for WECA. **Sally Birch** has stepped back to part time duties for the remainder of 2020. **Mary Jensen**, WECA Manager is predominantly working on the Regional Skills strategy.

2.4 Mana in Mahi

To date, we placed seven candidates, at ALTO, Schick, Metal Polishing (x2), Brella Projects and Longveld (x2). All payments from MSD have been received and the pastoral care of the contract extends slightly into 2021.

2.5 Engineering in Action – this annual event was cancelled due to COVID-19

2.6 Zoom Meetings

A successful zoom “Navigating Level 3” was held with several employers and associates, sharing Health and Safety protocols.

A second successful zoom “Navigating Level 2” was held for WECA employers only, with plenty of good information shared.

2.7 Communications and PR

In May we wrote and distributed a media release urging the Government to consider the engineering sector in its COVID response, using the voice of members spoken to as part of our COVID regional response work. The media release was distributed by Te Waka and has also been picked up by the June issue of Waikato Business News. It was also sent to local and national media, WECA members and Economic Development NZ.

We upgraded WECA banners as they were either broken or the pics were dated/ included old technology.

3. Evolocity

Evolocity, the Electric Vehicle competition somewhat struggled this year due to COVID-19.

However, we still managed to hold a launch in March, Build Day events and the regional finals in October.

EVENTS:

- Wintec launch
- School visits
- 2 Build Days
- Scrutineering
- Waikato- Bay of Plenty Regional Final (KartSport). 10 schools, 26 teams, 100+ attended

Student Highlights:

- Learning more about careers in engineering
- Meeting new people
- Learning about electric vehicles
- Trying something new
- Practical and hands on learning
- Working as a team

(From student feedback surveys, March - October 2020)

4. COVID-19 Funding

The \$5k COVID-19 community response funding we received from the Ministry of Social Development was put to good use telephoning members and organising two Zoom meetings “identifying and triaging needs of engineering and manufacturing members”.

We spoke to 25 members representing hundreds of engineers with most businesses reporting a “hump” of catch-up work for customers, and many predicting a “big trough” looming from July.

We used these responses as the basis for a media release and message to Government along the lines of “Don’t forget about Manufacturing”.

WECA featured in the regional response via Te Waka’s regional response team:



5. Review of Vocational Education - interim Regional Skills Leadership Groups

Long-standing WECA member Pam Roa is one of six business/industry representatives appointed to the Manufacturing, Engineering and Logistics iRSLG, established by MBIE for an initial term of six months and then reviewed 3-monthly before full RSLGs are formed (hopefully within a year).

Pam was jointly put forward for the group by WECA and EMA for this group, covering the following subsectors:

- Manufacturing and processing
- Engineering
- Extractives and drilling
- Transport (including heavy and commercial)
- Postal
- Warehousing

Pam, Keith, Mary and MBIE’s Benjamin Dunbar-Smith presented the draft plan and Pam’s background for the iRSLG to ExportNZ’s Waikato Executive Committee in July and it was well received. The next step will be to pull together a meeting of subsector leaders within the new few weeks, which also includes: dairy and meat processing, butchery and bakery, energy and chemical plant, pulp and paper, print, petrochemicals, automotive, fire protection, refrigeration and air conditioning, mining and quarrying, marine and composites and marinas.

Role of the iRSLG is to:

1. Identifying subsector leads and meet with them
2. Forming a working group of 6-12 sector leads
3. Developing a Skills Needs Template
4. Gather local intelligence (pulse)

5. Developing a sector recovery response

The first meeting of the Manufacturing, Engineering and Logistics iRSLG was held at Longvold on Tuesday September 29th, hosted by sector lead Pam Roa and WECA, with about 35 cross-sector representatives attending.

We have built a 400-strong database of leaders from the sector, including its subsectors. These representatives were all invited to the event, along with EMA members from the sector.

WECA developed a 28-question iRSLG survey, based on questions that the iRSLG had nominated, to form a “sector voice” to inform the group and influence the development of the Government’s Covid recovery response, economic development strategies, labour market strategy and Government spending.

41 cross-sector reps have completed the survey. Results were collated for the Longvold meeting and have been distributed to participants and WECA members.

The WECA board has decided this work supporting Pam should be a core function of WECA for the next year or two. It has been acknowledged that it takes up considerable resource and will work to receive some financial assistance with this. It certainly aligns with the group’s purpose .

6. FutureForce® Careers Resource 2020

WECA again has a strong Engineering section. Thanks to all WECA members who supported this volume. 6000 copies have been distributed to schools. A full digital version of the resource is available free for the first time, and heavily promoted to secondary school students, teachers and families.

7. Plans for 2021

- Support the Sector Skills strategy and iRSLG Manufacturing, Engineering and Logistics lead.
- Re-development of WECA website (due to old site becoming obsolete)
- Regular Newsletters
- Member Events as feasible
- Career Expos
- EVelocity, depending on plans of National organisation

Mary Jensen

Manager

WECA

November 2020

Attachment 5.1: Financial Report

Waikato Engineering Careers Association

Statement of Financial Performance

For the year ended 30 September 2020

	2020	2019
Subscriptions & Sponsorships	41,250	41,550
Evolocity Contract Income	12,000	14,000
Government Grant Income	5,000	0
MSD Contract Income	25,990	3,620
	<hr/>	<hr/>
Total Operating Income	\$84,240	\$59,170
	<hr/>	<hr/>
Operating Costs		
Contractors	42,000	38,000
Accounting Fees	684	688
Bad Debts Written Off	0	0
Bank Fees	15	55
Marketing and Advertising	1,122	1,565
Evolocity Contract	12,000	14,000
Management Fee – MOE Workshop	4,000	0
Mana in Mahi Contract	23,608	0
Photocopying and Stationery	371	21
Computer Charges	270	340
Insurance	150	0
	<hr/>	<hr/>
Total Operating Costs	\$84,220	\$54,668
	<hr/>	<hr/>
Net Surplus/(Deficit)	\$20	\$4,502
	<hr/>	<hr/>

The accompanying notes form part of these financial statements.

Waikato Engineering Careers Association

Statement of Financial Position

As at 30 September 2020

	2020	2019
Current Assets		
Cash and Bank	20,556	15,608
Accounts Receivable	3,450	5,750
Prepayments	1,795	0
	<hr/>	<hr/>
Total Assets	\$25,801	\$21,358
	<hr/>	<hr/>
Current Liabilities		
Accounts Payable	11,485	7,668
Income in Advance	13,000	10,130
GST Payable/(Refund Due)	(3,507)	(1,243)
	<hr/>	<hr/>
Total Liabilities	\$20,978	\$16,555
	<hr/>	<hr/>
Net Assets	\$4,823	\$4,803
	<hr/>	<hr/>

Statement of Movements in Equity

For the Period Ended 30 September 2020

	2020	2019
Opening Equity	4,803	301
Net Surplus/(Deficit) for year	20	4,502
	<hr/>	<hr/>
Total Funds Employed	\$4,823	\$4,803
	<hr/>	<hr/>

The accompanying notes form part of these financial statements.

Waikato Engineering Careers Association

Notes to the Financial Statements

As at 30 September 2020

1. Statement of Accounting Policies

Reporting Entity

Waikato Engineering Careers Association is an Incorporated Association.

The financial statements of Waikato Engineering Careers Association have been prepared in accordance with the Financial Reporting Act 1993.

General Accounting Policies

The general accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been followed by the Association. The accounts have been prepared on an accrual basis.

Particular Accounting Policies

The financial statements have been prepared on a GST exclusive basis.

The Association is not publicly accountable and is not large. Accordingly, it has taken advantage of all differential reporting exemptions allowed under the Framework for Differential Reporting.

Changes in Accounting Policies

There have been no changes in accounting policies.

2. Capital Commitments and Contingent Liabilities

There were no capital commitments and contingent liabilities as at 30 September 2020 (2019: Nil).

3. Post Balance Date Events

There were no post balance date events.

Attachment 6.1: 2020/21 Budget

Waikato Engineering Careers Association

Budgeted Statement of Financial Performance

For the year ended 30 September 2021

	Budget	Actual
Income	2021	2020
Subscriptions and Sponsorships	37,250	41,250
Evolocity Income	12,000	12,000
Government Grant Income	15,000	5,000
MSD Contract Income	5,500	25,990
	<hr/>	<hr/>
Total Operating Income	\$69,750	\$84,240
	<hr/>	<hr/>
Operating Costs		
Contractors	36,000	42,000
Accounting Fees	684	684
Bank Fees	15	15
Marketing and Advertising	4,500	1,122
Evolocity Contract	12,000	12,000
Management Fee – MOE Workshop	12,000	4,000
Mana in Mahi Contract	1,584	23,608
Photocopying & Stationery	371	371
Computer Charges	270	270
Insurance	150	150
	<hr/>	<hr/>
Total Costs	\$67,574	\$84,220
	<hr/>	<hr/>
Net Surplus/(Deficit)	\$2,176	\$20
	<hr/>	<hr/>

Attachment 7.1: Board Member Nominations

By constitution, after two years, Board members are required to stand down. They may offer themselves for re-election.

Current Board members available to serve a second year:

Keith Fraser	Industrial Relations Consultant	Alto
Mark Dyer	Head of Engineering	Waikato University
Adrian Marshall	Fabrication Manager	JP Marshall

Current Board members standing down who offer themselves for re-election:

Mike Welten	General Manager - Engineering	NDA Engineering
Shelley Wilson	Centre Director	Wintec

Current Board Members standing down:

Dave Stuart	Sales & Engineering Manager	Stafford Engineering
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Board member nominations:

Cameron Chapman	Commercial Engineering Manager	WEL Networks
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The Board recommends all the above people be accepted as the WECA Board for 2020/2021.