

Annual Report

Board of Surveying and Spatial Information

2022-2023



Published by

Board of Surveying and Spatial Information

346 Panorama Avenue
Bathurst NSW 2795

T: (02) 6332 8238

Mon-Fri: 9:00am-3:00pm

www.bossi.nsw.gov.au

Enquiries

Enquiries relating to this Annual Report may be addressed to the Board of Surveying and Spatial Information at bossi@customerservice.nsw.gov.au.

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346 Panorama Avenue
Bathurst NSW 2795
Tel 02 6332 8238
bossi@customerservice.nsw.gov.au
www.bossi.nsw.gov.au

The Hon Jihad Dib
Minister for Customer Service and Digital Government
52 Martin Place
Sydney NSW 2000

Dear Minister

We are pleased to submit the Board of Surveying and Spatial Information (BOSSI) Annual Report for the year ending 30 June 2023 for your information and presentation to the Parliament of NSW.

The Annual Report outlines the performance of BOSSI within the context of our strategic priorities, key achievements, and regulatory obligations. The report has been prepared in accordance with the *Government Sector Finance Act 2018* and the regulation under this Act.

Yours sincerely

Narelle Underwood
Surveyor-General of NSW
President, BOSSI

David Job
Board Member, BOSSI

26 October 2023

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Acknowledgement of Country

The Board of Surveying and Spatial Information acknowledges, respects and values Aboriginal peoples as the Traditional Custodians of the lands on which we live, walk and work. We pay our respects to Elders past and present. We recognise and remain committed to honouring Aboriginal and Torres Strait Islander peoples' unique culture and spiritual relationships, and continuing connection to their lands, waters and seas. We acknowledge their history here on these lands and their rich contribution to our society.

We also acknowledge Aboriginal employees who are an integral part of our diverse workforce, and recognise the knowledge embedded forever in Aboriginal and Torres Strait Islander custodianship of Country and cultures.

1. President's Report

As President of the Board of Surveying and Spatial Information (BOSSI, the Board), I am pleased to present my report on the activities of the Board for the period 1 July 2022 to 30 June 2023. BOSSI continues to deliver on its principal functions of protecting the public and maintaining confidence in the activities of the surveying profession in NSW.

Following consultation with the industry, the Board developed and endorsed a new strategic plan identifying key focus areas, refreshing strategic goals and setting priority actions for the Board from 2023 to 2026 and beyond. I am particularly proud of the ongoing improvements made in the areas of engagement and communication. BOSSI has continued its increased presence at industry events, and we are working closely with professional membership bodies to ensure frequent and open communication with the profession.

Automatic Mutual Recognition (AMR) has been implemented in NSW for registered land surveyors, reducing red tape and providing a streamlined process for registered land surveyors from other jurisdictions to work in NSW. Registered mining surveyors are currently excluded from AMR due to public safety concerns. BOSSI also transitioned to the new Verify.licence platform, reinforcing the Board's commitment to improve efficiency, customer service and interaction with the public.

I take this opportunity to acknowledge and thank all the committee members for their service to BOSSI and the surveying profession. They have continued to volunteer their time to help BOSSI achieve its goals and provide a great example of what can be achieved when the government and profession work together collaboratively to regulate a profession.

It is encouraging to see so many candidate surveyors working towards their certificates of competency and registration. This year 44 candidates and 8 mentoring surveyors attended the BOSSI Kurri Kurri workshop. The number of candidate surveyors sitting exams remains high and pass rates are around 70 per cent.

A highlight of the year was the BOSSI awards and presentation ceremony held in April 2023 at the Castlereagh Boutique Hotel. A beautiful and fitting venue to celebrate newly registered surveyors and acknowledge the significant contribution that meritorious surveyors have made to the profession and the state of NSW.

Narelle Underwood
Surveyor-General of NSW
President, BOSSI

2. Board of Surveying and Spatial Information

2.1 Charter

The Board of Surveying and Spatial Information (BOSSI, the Board) is a statutory body constituted by the *Surveying and Spatial Information Act 2002* (the Act). The Board's principal functions are:

- registration of surveyors
- investigation of surveyors' registration and licensing schemes in other States and Territories, and the provision of advice to the Minister in connection with the recognition of the qualifications and experience of surveyors registered or licensed under such schemes
- investigation of complaints against registered surveyors
- disciplinary action against registered surveyors
- investigation of matters referred to it by the Minister for advice or report in relation to surveying or any other aspect of the spatial information industry
- investigation of, and the provision of advice to the Minister with respect to, the practice to be followed in the conduct of surveys or in the collection, collation, and dissemination of any other kinds of spatial information
- provision of advice to the Minister on the maintenance of the integrity of the State cadastre
- provision of advice to the Minister with respect to any other matter in connection with the administration of the Act.

The Board can have other functions conferred or imposed on it by the Act or any other Act or law.

The principal legislation under which BOSSI operates is the *Surveying and Spatial Information Act 2002* and the *Surveying and Spatial Information Regulation 2017*.

2.2 Strategic Plan

The BOSSI strategic plan defines BOSSI's purpose as 'protecting the integrity of the State Cadastre, public interest and fostering professional behaviour'. The complete strategic plan is available on the BOSSI website. Key aspects of the plan implemented or progressed during the reporting period are summarised below.

Integrity of the cadastre and mine surveying

BOSSI ensures only suitably qualified professionals conduct land and mining surveys and maintains professional standards that surveyors are required to comply with. During the reporting period BOSSI:

- finalised 12 complaints against registered surveyors and 5 complaints against unregistered surveyors.
- published investigation summaries on the website to educate surveyors, as a deterrent against unacceptable practices and for the protection of customers who wish to engage a surveyor.
- continued to strengthen cross-agency cooperation and information sharing with NSW Fair Trading who investigate complaints against surveyors under consumer protection legislation.
- audited 976 registered surveyors for their compliance with the 2022/23 Continuing Professional Development (CPD) requirements, resulting in the removal of 14 non-compliant surveyors from the register.

Engagement and communication

BOSSI maintains strong relationships with surveyors, professional and industry bodies, and tertiary students undertaking surveying qualifications. During the reporting period BOSSI:

- emailed six Communiques to registered and candidate surveyors explaining Board Determinations, registration renewal requirements and key dates. Communiques were published on the website and shared with professional associations for distribution to their membership.
- members of the Board gave 13 presentations at various industry forums and continuing professional development events, providing attendees an opportunity to discuss issues directly with Board representatives.
- held a presentation ceremony for newly registered surveyors and their families to celebrate the achievement of gaining competency and registration. Also recognised were retired registered surveyors who have served the surveying industry for 25 years or more.

Sustainability and integrity of the profession

BOSSI is committed to encouraging new diverse entrants to the surveying industry and supporting candidate surveyors who are working towards their registration. During the reporting period BOSSI:

- registered 31 new surveyors through either competency assessment or mutual recognition processes, with a pipeline of 310 candidate surveyors working towards their registration.
- collaborated with the Council of Reciprocating Surveyors Boards of Australia and New Zealand (CRSBANZ) to implement automatic mutual recognition.
- conducted a training workshop for 44 candidate surveyors preparing to undertake examinations leading to registration as a surveyor in NSW, with eight mentoring surveyors attending to support their candidates.
- continued its contribution to diversity and inclusion initiatives for the profession including funding the undergraduate Surveyor-General's Scholarship for Women in Surveying.

3. Management and Structure

Through the 2022/23 financial year BOSSI operated within DCS Spatial Services, a business unit within the Department of Customer Service and reported to the Minister for Customer Service and Digital Government.

BOSSI and the secretariat are funded by fees collected under the *Surveying & Spatial Information Regulation 2017*.

3.1 Board Members, Meetings and Attendance

Board members are appointed to the Board by the Minister in accordance with Section 27 of the *Surveying and Spatial Information Act 2002*. Board members are appointed for a term of up to two years and a Board member may be nominated and appointed for consecutive terms.

The Board met formally on six occasions during the year. An honorarium is paid to each Board member for their attendance at Board meetings and other related committee work. However, Board members who hold Government positions do not receive an honorarium. Fees paid to Board members were in accordance with the 'Classification and Remuneration Framework for NSW Government Boards and Committees' issued by the Public Service Commission.

In addition to Board meetings, Board members participate on one or more of the Board's seven committees.

Current members as at 30 June 2023

Nominated under Section	Name	Relevant Qualifications	Current Term (original appointment)
27(2)a	Narelle Underwood (President)	BE (Surv & SIS) (Hons) (UNSW) Registered Land Surveyor	Ex-officio Recommencing 1/09/2022 (4/10/2016 – 4/10/2021)
27(2)b	David Job	B Surv (UNSW) Registered Land Surveyor	09/11/2021 – 9/11/2023 (09/11/2017)
27(2)c	Victoria Colombage (nee Tester)	BE (Surv & SIS) (Hons) (UNSW) Registered Land Surveyor	09/11/2021 – 9/11/2023 (09/11/2019)
27(2)c	Charles Fransen	B Surv (Hons) (UNSW) Registered Land Surveyor	7/06/2022 – 7/06/2024 (8/06/2020)
27(2)e	Roshni Sharma	B EnvScMgmt (Hons) MSc (Geos) MScTch (Spat Inf)	7/06/2022 – 7/06/2024 (7/06/2020)

27(2)e	Michael Lamont	BAppSc, GradDip Urb & Reg Planning Registered Land Surveyor	7/06/2022 – 7/06/2024 (8/06/2020)
27(2)g	Katie Wallace	BA (Psych) LLB GradDipLegPrac DipMgt	22/09/2021 – 22/09/2023 (23/09/2019)
27(2)h	Lloyd Pilgrim	B Surv (UoN) PhD (UoN)	10/11/2021 – 9/11/2023 (09/11/2017)
27(2)(d)	Nicholas Tucker	BE (Surv & SIS) (Hons) (UNSW) Registered Mine Surveyor	23/09/2021 - 23/09/2023
27(2)(f)	Anthony Margetts	B Eng Mining (UQLD)	23/09/2021 - 23/09/2023
27(2)(c)	Thomas Casey	B Surv (UNSW) Registered Land Surveyor	08/06/2022 – 07/06/2024
27(2)(e)	Brittany Baker	BA Interdisciplinary Studies (Hons) (ANU)	08/06/2022 – 07/06/2024

Other members during 2022/23

Nominated under Section	Name	Relevant Qualifications	Current Term (original appointment)
27(2)a	Thomas Grinter (A/President)	B Eng (Surv) (UoN) M Eng (UNSW) M Laws (ANU)	Ex-officio 5/10/2021 – 31/08/2022
Young Surveyor Advisor	Gavin Watson	BEng (SSIS) UNSW Registered Land & Mining Surveyor	November 2019 – November 2022

Advisors and Observers

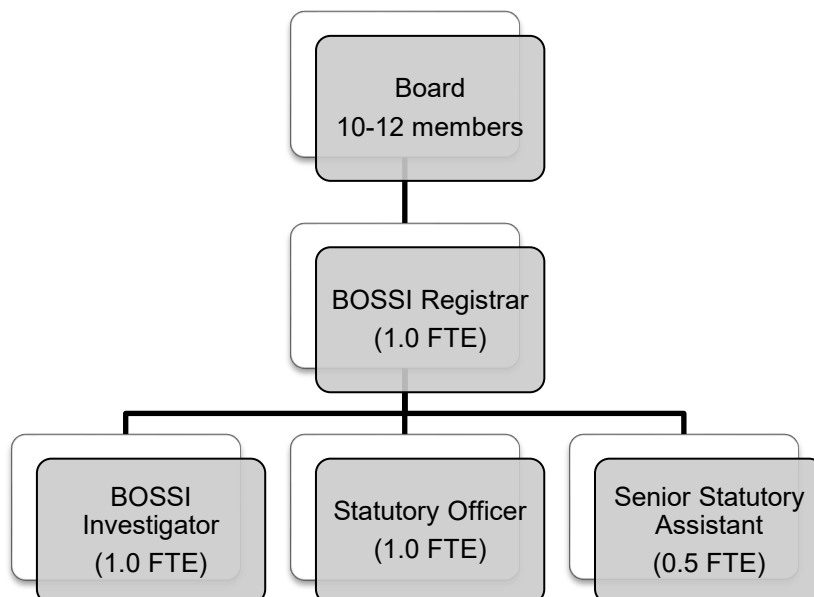
Role	Name	Relevant Qualifications	Term
Registrar	Kate Wilkinson	N/A	Ex-officio Commencing 09/05/2022
Advisor	Thomas Grinter	B Eng (Surv) (UoN) M Eng (UNSW) M Laws (ANU)	Commencing 1/09/2022
Observer	Greg Ledwidge	B.A.Sc Surveying and Cartography (UC) B.A.Sc Surveying Technology/ Surveying Surveyor-General of the ACT Registered Land Surveyor	Ex-officio Commencing 15/02/2022
Young Surveyor Advisor	Rick Williams	B Surv (Hons) (UoN) B CE (Hons) (UoN) Registered Land Surveyor	February 2023 – February 2025

Board Meetings and Attendance

Name	July 2022	Sept 2022	Nov 2022	Feb 2023	Apr 2023	May 2023	Total
Narelle Underwood	N/A	☒	☑	☑	☑	☑	4
Thomas Grinter	☑	☑	☑	☑	☑	☑	6
David Job	☑	☒	☒	☑	☑	☑	4
Victoria Colombage	☒	☑	☑	☒	☑	☑	4
Charles Fransen	☑	☑	☑	☑	☑	☑	6
Roshni Sharma	☒	☒	☑	☑	☑	☑	4
Michael Lamont	☒	☑	☑	☑	☒	☑	4
Katie Wallace	☑	☑	☑	☑	☑	☑	6
Lloyd Pilgrim	☑	☑	☑	☒	☑	☑	5
Nicholas Tucker	☒	☑	☒	☑	☒	☑	3
Anthony Margetts	☒	☑	☒	☒	☑	☒	2
Greg Ledwidge	☑	☑	☑	☑	☑	☑	6
Gavin Watson	☑	☒	☑	N/A	N/A	N/A	2
Thomas Casey	☑	☑	☑	☑	☑	☑	6
Brittany Baker	☑	☑	☒	☑	☒	☑	4
Rick Williams	N/A	N/A	N/A	N/A	☑	☑	2
Kate Wilkinson	☑	☑	☑	☑	☑	☑	6

3.2 Board Secretariat

Section 28A of the *Surveying and Spatial Information Act 2002* makes provision for persons to be employed in the Public Service to enable the Board to exercise its functions. BOSSI does not directly employ staff. All staff are employed by the Department of Customer Services, with the Department charging BOSSI for personnel services.



3.3 Board Committees

BOSSI has established committees to complete key tasks at the direction of the Board. These include the Continuing Professional Development Committee, Training Committee, Finance and Audit Committee, Spatial Information Committee, Professional Audit and Investigation Committee, Discipline Committee, and Land and Mining Committee.

Each Committee's terms of reference and membership can be found in the BOSSI Charter on the Board's website.

3.4 Board Examiners

BOSSI draws upon the services of registered surveyors to serve as examiners for Board examinations.

Daily sitting fees and travel expenses are paid by the Board to examiners assessing candidates. However, examiners who hold Government positions do not receive sitting fees or travel expenses. Payments made to examiners were in accordance with the 'Classification and Remuneration Framework for NSW Government Boards and Committees' issued by the Public Service Commission and Department of Premier and Cabinet Circular C2021-03 'Meal, Travelling and Other Allowances for 2021-22 and 2022-23'.

4. Operations and Activities

4.1 Registration of Surveyors and Candidate Surveyors

Surveyor Registrations

On 30 June 2023 the register of surveyors contained the names of 976 registered surveyors who are considered competent by BOSSI to perform land and mining surveys in NSW. The total number of registrations included 31 new registrations achieved by either competency or mutual recognition.

During 2022/2023, BOSSI issued 13 letters of accreditation to interstate Boards. These reciprocal arrangements between BOSSI and other jurisdictions are in accordance with National Competition Policy (NCP) Principles, the *Mutual Recognition Act 1992* and the *Trans-Tasman Mutual Recognition Act 1997*.

Performance indicator	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Registered surveyors in NSW	1,039	1,030	1,063	1,059	1,048	1,030	1,015	976
New registrations								
Certificate of competency	23	23	24	32	28	22	12	24
Letter of accreditation from reciprocating Boards	17	9	10	14	7	8	5	7
Removal of name from register								
Non-payment of annual registration fees	42	58	39	31	19	23	16	18
Non-compliance with Continuing Professional Development (CPD)	-	1	-	-	36 ¹	30	29	14
At own request	26	34	17	26	25	38	17	26
Deceased	4	2	4	3	3	-	2	1
Restoration of name to register	27	52	34	30	47	42	52	19
Letter of accreditation issued to reciprocating Boards	17	28	20	16	21	17	9	13
New candidate enrolments	75	56	72	60	49	59	49	69
Total financial candidates	232	228	260	251	256	276	272	310
Assessment of overseas qualifications	32	28	40	34	16	16	17	32
Assessment of Interstate qualifications	1	-	-	-	-	-	1	2
Meritorious certificates awarded	19	22	14	24	18	27	32	33

Note 1 Increase in removal for non-compliance with CPD is correlated with the introduction of 100% audit.

Further statistical reporting and analysis can be found in the 'BOSSI Statistical Review 2022-2023' which is published on the BOSSI website.

Register of surveyors

BOSSI maintains a register of surveyors as required under Section 15 of the *Surveying and Spatial Information Act 2002*. During the reporting period BOSSI transitioned to the new Verify.licence platform. This reinforces the Board's commitment to improve efficiency, customer service and interaction with the community.

Qualifications

Registered surveyors in NSW must hold a recognised qualification.

BOSSI recognises various three and four-year degrees from universities throughout Australia and New Zealand. The list of relevant universities can be found on the Board's website. BOSSI facilitates a process of independent assessment to determine equivalency for unrecognised interstate or overseas qualifications.

During the 2022/23 financial year, BOSSI reviewed 32 overseas academic qualifications. BOSSI also reviewed 2 requests for the assessment of interstate qualification during 2022/23.

Candidate training

BOSSI conducts an annual training workshop to support candidate surveyors preparing to undertake examinations leading to registration as a surveyor in NSW.

The workshop was held on 19-20 May 2023 at Kurri Kurri TAFE with 44 land and mining candidate surveyors in attendance. In addition, eight mentoring surveyors attended with their candidates.

Board members, industry representatives and candidate surveyors attending the workshop discussed the assessment process leading to registration. The workshop consisted of presentations from subject matter experts in relation to each examination topic and analysis of past examination projects.

In addition, the following training workshops were provided by professional organisations to help prepare candidate surveyors for BOSSI assessments:

- Institution of Surveyors NSW - land boundary surveys
- Association of Consulting Surveyors NSW - engineering design, town planning and strata/community title
- Australian Institute of Mine Surveyors – candidate workshop.

The involvement of industry associations is part of BOSSI's strategy of involvement and cooperation with the profession.

Candidate Examinations

Candidate surveyors are required to complete five examinations to achieve a Certificate of Competency which is a precursor to becoming a registered surveyor. BOSSI met for 12 working days during 2022/23 for the purpose of assessing candidate surveyors at various stages on their pathway to competency. Each candidate was examined individually by two registered surveyors with subject matter expertise in the examination area. During 2022/23:

- 140 candidate land surveyors undertook 161 land examinations
- 6 candidate mining surveyors undertook 10 mining examinations.

The following 24 surveyors were issued with certificates of competency and subsequently registered as surveyors.

Name	Registration	Name	Registration
Saed Tahriri	18 October 2022	Luke Haavisto	10 November 2022
Katherine Lindsay	19 October 2022	Xin Ma	13 November 2022
Luke Sharkey	19 October 2022	Samuel North	23 November 2022
Clancy Sharp	21 October 2022	Jason Gray	14 March 2023
Max Windshuttle	24 October 2022	Jeremy Seymour	14 March 2023
Dean Dekort	25 October 2022	Gary Sharp	20 March 2023
Neil Lloyd	26 October 2022	Adnan El-Cheikh	22 March 2023
Cameron Sparkes-Carroll	26 October 2022	Matthew Nichol	24 March 2023
Andrew Constance	27 October 2022	Alec Xie	30 March 2023
Nicholas Gann	27 October 2022	Leith Holness	30 March 2023
Mohsen Rabbaniha	28 October 2022	Blake Young	30 March 2023
Brendan O'Farrell	10 November 2022	Taha Masri	2 April 2023

Meritorious Service Certificates

In accordance with Section 85 of the *Surveying and Spatial Information Regulation 2017* BOSSI issued certificates of meritorious service to the following persons upon their retirement in recognition of their contribution to the NSW surveying profession.

Name	Original Registration	Name	Original Registration
Anna Allen	9 September 1988	Michael Kirkwood	21 March 1978
Anthony Allen	30 September 1974	Mark Langenbacher	4 August 1993
Peter Barclay	21 March 1975	Geoffrey Lenton	11 September 1987
Julian Calver	15 September 1989	Denny Linker	25 September 1964
Anthony Campton	15 March 1963	David Loomes	19 March 1973
Trevor Carter	27 March 1995	Geoffrey Mitchell	17 September 1973
Victor Cochrane	21 March 1978	James Noad	19 March 1973
William Daw	15 July 1993	Gilbert Norrie	23 March 1984
Lindsay Dyce	6 October 1978	Frank O'Rourke	13 March 1981
David Eaton	19 March 1993	Brett Polkinghorne	11 September 1987
Robert Freeman	13 February 1992	Anthony Quinn	27 September 1983
Mark Grey	23 November 1984	Peter Shaw	1 April 1980
Bruce Harvey	25 September 1981	Desmond Smith	11 September 1987
Ian Iredale	18 March 1983	Michael Toll	24 August 1979
Paul Johnston	31 March 1993	Graham Wilson	19 March 1982
Gerard Junek	22 March 1991	Peter Wright	17 May 1961
Garry Keats	25 September 1981	Domenico Zampieri	9 September 1988

4.2 Complaints, Investigations and Discipline

BOSSI has a primary responsibility for ensuring that any reported, suspected or known professional misconduct or professional incompetence involving registered surveyors is investigated fully and that timely and appropriate corrective and/or disciplinary action is taken where necessary.

Matters for which action may be taken against a registered surveyor include:

- professional incompetence
- professional misconduct.

BOSSI may also take prosecution action in the Local Court against persons who undertake a land or mining survey for fee or reward if they are not registered to do so.

If BOSSI determines that the disciplinary action to be taken as a result of an investigation is suspension or cancellation of registration, details of the investigation are published on the BOSSI website including the name of the surveyor.

For matters not involving suspension or cancellation of registration, the details of the cases are published for educational purposes with personal identifying details removed.

Details about prosecution action against unregistered persons, including their name, are published on the BOSSI website dependent upon any conditions set by the Court.

Information about BOSSI disciplinary action resulting in suspension or cancellation of registration of a surveyor, and prosecution action of an unregistered person is published for:

- educational purposes
- as a deterrent to other people and businesses not to engage in unacceptable behaviour
- for the protection of consumers who wish to engage a surveyor.

2022-23 Complaint Statistics

Complaints	
7	Carried over from previous periods
14	Formal complaints received during the reporting period
0	Withdrawn
17	Closed during the reporting period
4	Undergoing investigation

Of the 17 complaints closed during this period:

- 5 were against unregistered surveyors
 - 4 caution letters were issued due to the offence occurring outside the 6-month statute of limitations for prosecutions
- 12 were against registered surveyors
- 10 were not proven including:
 - one complaint was deemed not valid
 - one surveyor deceased prior to investigation completion
 - one complaint was conciliated to satisfaction of all parties
- disciplinary action was taken against two registered surveyors.

During the reporting period BOSSI also received 23 informal complaints:

- 18 related to unregistered surveyors
 - 18 were not progressed to investigation due to the offence occurring outside the 6-month statute of limitations for prosecutions
 - satisfactory supervision was confirmed for seven of the matters
 - four warning letters relating to land surveyors being performed by unregistered persons were issued
- five related to Registered Land Surveyors with no breaches of the Act detected.

4.3 Determinations and Publications

Clause 77 of the *Surveying and Spatial Information Regulation 2017* gives BOSSI the power to make formal determinations on specific matters. During the reporting period the following determination was reviewed, updated and approved by the Board:

- BOSSI Determination - Board Examinations
- BOSSI Determination – Continuing Professional Development

BOSSI also publishes policies, guidelines and information documents on its website.

4.4 Continuing Professional Development

Under Clause 82 of the *Surveying and Spatial Information Regulation 2017* compliance with BOSSI's Continuing Professional Development (CPD) Determination is a condition of registration as a surveyor. BOSSI has ratified the following five organisations for CPD purposes which includes the conduct and assessment of CPD activities and issue of CPD Summary Reports:

- Association of Consulting Surveyors NSW
- Australian Institute of Mine Surveyors Limited NSW Division
- Institution of Surveyors NSW
- Geospatial Council of Australia (formerly known as the Surveying and Spatial Science Institute)
- University of Newcastle.

In accordance with the Board's CPD Determination an audit was conducted on 100 percent of surveyors who renewed their registration and supplied evidence of CPD compliance at the time of renewal. During this process 976 registered surveyors were audited for their compliance with 2022/23 CPD year requirements. As a result of the audit:

- 2 exemptions granted
- 8 conditional compliances issued
- 14 surveyors deemed not to have complied with the CPD Determination and were removed from the register of surveyors.

4.5 Awards and Scholarships

The following prizes, awards and scholarships were granted during 2022/23.

- **NSW Surveyor-General's Women in Surveying Undergraduate Scholarship** \$5,000 for a full-time female student in the first year of a Bachelor of Surveying course at the University of Newcastle
 - Not awarded
- **Board of Surveying and Spatial Information Medals** - most successful students in the final year of tertiary study
 - Douglas Pianta., University of Newcastle
 - Yijian Liu, University of New South Wales
- **A Allen Consulting Surveyors Prize** - best result in strata and community titles assessments (sponsored by the Association of Consulting Surveyors NSW)
 - Neil Allen
- **Augustus Alt Prize** - best result in engineering assessments (sponsored by the Association of Consulting Surveyors NSW)
 - Clancy Sharp
- **Barr Prize** - best result in rural cadastral surveying assessments (sponsored by the Institution of Surveyors NSW)
 - Katherine Lindsay
- **Clarence Smith Jeffries Mining Award** – best result in mining assessments (sponsored by the Australian Institute of Mine Surveyors Limited NSW Division)
 - Not awarded
- **Harvey Prize** - best result in town planning assessments (sponsored by the Association of Consulting Surveyors NSW)
 - Clancy Sharp
- **Neil Ryan Memorial Award** - best result in urban cadastral surveying assessments (sponsored by the Institution of Surveyors NSW)
 - Andrew Constance
- **Staff Surveyors Association Award** - most innovative, technically difficult or diverse project presented at the Board's assessments (sponsored by the Association of Public Authority Surveyors)
 - Not awarded
- **Surveyor-General's Prize** - best overall candidate surveyor who received their Certificate on Competency in the calendar year (sponsored by the Office of the Surveyor-General)
 - Katherine Lindsay

5. Financial Statements

5.1 Budget

BOSSI is primarily funded on the collection of fees as set in Schedule 7 of the *Surveying and Spatial Information Regulation 2017*.

Revenue	2018-19	2019-20	2020-21	2021-22	2022-23	Budget 2023-24
Registration fees	\$509,757	\$518,188	\$527,225	\$512,765	\$528,263	\$501,500
Candidate enrolment and workshop fees	\$44,983	\$28,684	\$45,614	\$44,373	\$52,257	\$37,669
Examination fees	\$75,942	\$69,300	\$54,976	\$37,153	\$75,260	\$71,424
Investment revenue	\$16,033	\$7,471	\$1,695	\$1,702	\$31,041	\$32,000
Other revenue and contributions	\$29,808	\$38,066	\$50,026	\$21,718	\$37,554	\$71,425
Total	\$676,523	\$661,709	\$679,536	\$617,711	\$724,375	\$660,018

Expenditure	2018-19	2019-20	2020-21	2021-22	2022-23	Budget 2023-24
Personnel services	\$324,545	\$410,626	\$329,556	\$372,846	\$450,012	\$532,636
Board member fees	\$44,180	\$39,540	\$32,039	\$27,870	\$34,630	\$37,669
Depreciation	\$3,968	\$3,007	\$1,916	\$61	\$0	\$0
Grants	\$4,545	\$5,000	\$5,000	\$5,000	\$5,000	\$6,500
Other expenditure	\$235,894	\$244,436	\$244,405	\$220,012	\$296,139	\$280,297
Total	\$613,538	\$702,609	\$612,916	\$625,789	\$785,781	\$857,102

Note 1 Budget as approved by the Board on 6 April 2023

Investment performance

BOSSI's investment performance for the reporting period is below. The Westpac investment, as part of the Treasury Banking System was the only source of interest revenue for the reporting period.

Category	Weighted portfolio composition	Revenue	Annual rate of return
Bank interest	100%	\$31,041	2.86%

5.2 Payment of Accounts

BOSSI has a statutory obligation to report on the prompt payment of accounts, including disclosure of payment performance as required by Treasury Circular 11/21 'Annual Reporting on Payment of Accounts'.

Quarters	TOTAL	Within due date	0 – 30 days overdue	30 - 60 days overdue	61 - 90 days overdue	90+ days overdue
All suppliers						
September	\$88,152	\$24,245	\$63,907	-	-	-
December	\$50,173	\$28,190	\$11,907	\$10,075	-	-
March	\$23,396	\$18,902	\$4,494	-	-	-
June	\$77,207	\$73,056	\$4,151	-	-	-
Small business suppliers						
September	\$10,135	-	\$10,135	-	-	-
December	\$25,087	\$5,950	\$9,062	\$10,075	-	-
March	\$3,559	\$3,247	\$312	-	-	-
June	\$4,499	\$2,008	\$2,491	-	-	-
Measure			September	December	March	June
All suppliers						
Number of accounts due for payment			19	24	26	29
Number of accounts paid on time			9	14	19	26
Actual percentage of accounts paid on time (based on number of accounts)			47.37%	58.33%	73.08%	89.66%
Dollar amount of accounts due for payment			\$88,152	\$50,173	\$23,395	\$77,207
Dollar amount of accounts paid on time			\$24,245	\$28,190	\$18,902	\$73,056
Actual percentage of accounts paid on time (based on \$)			27.50%	56.19%	80.79%	94.62%
Number of payments for interest on overdue accounts			-	-	-	-
Interest paid on overdue accounts			-	-	-	-

Note: Payment performance was impacted due to settlement negotiations, incorrectly rendered invoices, and invoices submitted prior to completion of work. BOSSI continues to work with suppliers and staff to reduce impacts and improve performance where possible

5.3 Independent Auditors Report



INDEPENDENT AUDITOR'S REPORT

Board of Surveying and Spatial Information

To Members of the New South Wales Parliament

Opinion

I have audited the accompanying financial statements of Board of Surveying and Spatial Information (the Board), which comprise the Statement by the members of the Board, the Statement of Comprehensive Income for the year ended 30 June 2023, the Statement of Financial Position as at 30 June 2023, the Statement of Changes in Equity and the Statement of Cash Flows, for the year then ended, notes comprising a Statement of Significant Accounting Policies, and other explanatory information.

In my opinion, the financial statements:

- have been prepared in accordance with Australian Accounting Standards and the applicable financial reporting requirements of the *Government Sector Finance Act 2018* (GSF Act), the *Government Sector Finance Regulation 2018* (GSF Regulation) and the Treasurer's Directions
- presents fairly the Board's financial position, financial performance and cash flows.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Board in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of public sector agencies
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

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

The Board's Responsibilities for the Financial Statements

The members of the Board are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards, the GSF Act, GSF Regulation and Treasurer's Directions. The Board's responsibility also includes such internal control as the Board determines is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the members of the Board are responsible for assessing the Board's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Board carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Weini Liao
Director, Financial Audit

Delegate of the Auditor-General for New South Wales

25 October 2023
SYDNEY

5.4 Audited Financial Statements

OFFICIAL

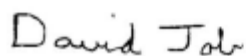
BOARD OF SURVEYING AND SPATIAL INFORMATION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

STATEMENT BY MEMBERS OF THE BOARD

Pursuant to section 7.6(4) of the *Government Sector Finance Act 2018* ("the Act"), I state that these financial statements:

- a) have been prepared in accordance with the Australian Accounting Standards and the applicable requirements of the Act, the Government Sector Finance Regulation 2018 and the Treasurer's directions, and
- b) present fairly the Board of Surveying and Spatial Information's financial position, financial performance and cash flows.



David Job
Board Member, BOSSI
Date: 25 October 2023



Narelle Underwood
Surveyor-General and Executive Director Spatial Services
President, BOSSI
Date: 25 October 2023

OFFICIAL

START OF AUDITED FINANCIAL STATEMENTS

BOARD OF SURVEYING AND SPATIAL INFORMATION

Statement of comprehensive income for the year ended 30 June 2023

	Notes	2023 \$	2022 \$
Revenue			
Fees revenue	2(a)	693,334	616,009
Interest revenue	2(b)	31,041	1,702
Total Revenue		724,375	617,711
Expenses excluding losses			
Personnel services/Employee Related Expenses	3(a)	450,012	372,846
Other operating expenses	3(b)	330,768	247,882
Depreciation	3(c)	-	61
Grants	3(d)	5,000	5,000
Total Expenses excluding losses		785,780	625,789
NET RESULT		(61,405)	(8,078)
TOTAL COMPREHENSIVE INCOME / (LOSS)		(61,405)	(8,078)

The accompanying notes form part of these financial statements

BOARD OF SURVEYING AND SPATIAL INFORMATION

Statement of financial position as at 30 June 2023

	Notes	2023 \$	2022 \$
ASSETS			
Current Assets			
Cash and cash equivalents	5(a)	805,549	817,674
Receivables	6	2,446	7,206
Total Current Assets		807,995	824,880
Non-Current assets			
Plant and equipment	7	-	-
TOTAL ASSETS		807,995	824,880
LIABILITIES			
Current Liabilities			
Payables	8	92,214	47,694
Total Current Liabilities		92,214	47,694
TOTAL LIABILITIES		92,214	47,694
NET ASSETS		715,781	777,186
EQUITY			
Accumulated funds		715,781	777,186
TOTAL EQUITY		715,781	777,186

The accompanying notes form part of these financial statements

BOARD OF SURVEYING AND SPATIAL INFORMATION

Statement of changes in equity for the year ended 30 June 2023

	Accumulated Funds \$
Balance at 1 July 2022	777,186
Net result for the year	(61,405)
Total comprehensive loss for the year	(61,405)
Balance at 30 June 2023	715,781
Balance at 1 July 2021	785,264
Net result for the year	(8,078)
Total comprehensive income for the year	(8,078)
Balance at 30 June 2022	777,186

The accompanying notes form part of these financial statements

BOARD OF SURVEYING AND SPATIAL INFORMATION

Statement of cash flows for the year ended 30 June 2023

	Notes	2023 \$	2022 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts			
Receipts from customers		693,334	654,497
Interest received		31,041	1,702
GST refund		12,858	3,748
Total Receipts		737,233	659,947
Payments			
Payments to suppliers		(749,358)	(660,440)
Total Payments		(749,358)	(660,440)
NET CASH FLOWS FROM OPERATING ACTIVITIES	5(b)	(12,125)	(493)
NET INCREASE / (DECREASE) IN CASH		(12,125)	(493)
Opening cash and cash equivalents		817,674	818,167
CLOSING CASH AND CASH EQUIVALENTS	5(a)	805,549	817,674

The accompanying notes form part of these financial statements

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a. Reporting entity

The Board of Surveying and Spatial Information (the Board), is constituted under the *Surveying and Spatial Information Act 2002* to provide for the registration of land and mining surveyors, to regulate the making of surveys and to advise the Government on Spatial Information. The Board is a not-for-profit entity and has no cash generating units.

These financial statements for the year ended 30 June 2023 were authorised for issue by the Board on the 25 October 2023

The Board's registered office address is 346 Panorama Avenue, Bathurst, NSW.

b. Basis of preparation

The Board's financial statements are general purpose financial statements, which have been prepared on an accrual basis and in accordance with:

- applicable Australian Accounting Standards (which include Australian Accounting Interpretations); and
- the requirements of the *Government Sector Finance Act 2018* (GSF Act) and its Regulation and
- Treasurer's Directions issued under the GSF Act.

Financial statement items are prepared in accordance with the historical cost convention except where specified otherwise.

Judgements, key assumptions and estimations managements has made are disclosed in the relevant notes to the financial statements.

All amounts are rounded to the nearest dollar, unless otherwise stated and are expressed in Australian currency.

c. Statement of compliance

The Board's financial statements and notes comply with Australian Accounting Standards (AAS), which include Australian Accounting Interpretations.

d. Changes in accounting policies, including new and revised AAS

(i) Effective for the first time in financial year 2023

The accounting policies applied in financial year 2023 are consistent with those of the previous financial year. Several other amendments & interpretations apply for the first time in FY2023 but do not have an impact on the Financial statements of BOSSI:

- AASB 2020-3 Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments
- AASB 2020-6 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current – Deferral of Effective Date
- AASB 2022-3 Amendments to Australian Accounting Standards – Illustrative Examples for Not-for-Profit Entities accompanying AASB 15

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

d. Changes in accounting policies, including new and revised AAS (continued)

(ii) Issued but not yet effective

NSW public sector entities are not permitted to early adopt new Australian Accounting Standards, unless Treasury determines otherwise. Certain new accounting standards and interpretations have been published that are not mandatory for the 30 June 2023 reporting period. BOSSI has determined that they are unlikely to have a material impact on the Financial Statements of BOSSI.

e. Accounting for the Goods and Services Tax (GST)

Revenues, expenses, and assets are recognised net of the amount of GST, except for:

- the amount of GST incurred by the Board as a purchaser that is not recoverable from the Australian Taxation Office is recognised as part of the acquisition cost of an asset, or as part of an item of expense; and
- receivables and payables are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to the taxation authority, is included as part of receivables or payables. Cash flows are included in the statement of cash flows on a gross basis. However, the GST component of cash flows arising from investing activities, are also classified as operating cash flows.

f. Equity

The category 'Accumulated Funds' includes all current and prior period retained funds.

g. Comparative information

Except where an Australian Accounting Standard permits or requires otherwise, comparative information is disclosed in respect of the previous period for all amounts reported in the financial statements.

2. REVENUE

Registration and other fees collected by the Board in accordance with the *Surveying and Spatial Information Act 2002* are retained by the Board to fund their operations. The Board does not receive any funding by way of grants from the Department of Customer Service (the Department) or the NSW Treasury and its operating expenditure is mainly funded by revenue from registration and other fees.

	2023 \$	2022 \$
a. Fees revenue		
- Annual registration fees	528,263	512,765
- Candidate fees	52,257	44,373
- Examination fees	75,260	37,153
- Registration restoration fees	11,851	12,990
- Miscellaneous fees	25,703	8,728
	<u>693,334</u>	<u>616,009</u>

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

	2023 \$	2022 \$
<i>b. Interest revenue</i>	<u>31,041</u>	<u>1,702</u>

Recognition and Measurement

Revenue is measured at the fair value of the consideration or contribution received or receivable. Additional comments regarding the accounting policies of income are discussed below:

- (i) **Member fees and subscriptions**
Registration revenue is recognised once the registration renewal applications and fees are received and the receipt is issued. Invoices are not raised prior to the renewal date as registration renewal is optional and cannot be reliably measured until applications are received.
- (ii) **Rendering of services**
Revenue from rendering of services is recognised when the Board satisfies the performance obligation by transferring the promised services - workshops or trainings. The entity typically satisfies its performance obligations when workshops or trainings are completed.
- (iii) **Interest revenue**
Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset.

3. EXPENSES

	2023 \$	2022 \$
<i>a. Personnel services</i>		
- Salaries and wages (including recreation leave)	376,756	327,768
- Long service leave	6,760	(11,461)
- Superannuation	42,013	33,848
- Payroll tax and fringe benefit tax	24,483	22,691
	<u>450,012</u>	<u>372,846</u>

•Long service leave is presently valued annually by the Treasury actuary based on the government bond rates and other factors, applicable at the time of calculation.

•As in all years, NSW public sector rates of accrual are not comparable with other jurisdictions or the private sector.

Recognition and Measurement

The Board is an entity that does not directly employ staff. The Department employs staff on behalf of the Board within its personnel services division. As per the Service Level Agreement regarding Personnel Services, expenses relating to these employees are incurred by the Department and reimbursed by the Board on a monthly basis. The expenses include salaries, superannuation, leave entitlements, fringe benefit tax, payroll tax and worker's compensation insurance.

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

	2023 \$	2022 \$
b. Other operating expenses		
- Audit fees (audit of financial statements)	16,214	15,250
- Board/committee member fees	34,630	27,870
- Qualification Assessment	45,895	42,886
- Non Board Member fees	32,210	16,750
- Catering and venue hire	30,719	23,361
- Bank charges	64	107
- Administration fee ¹	86,823	80,975
- DCS Corporate charge ²	36,000	30,778
- Postage, telephone and courier	50	126
- Stores and stationery	1,440	1,126
- Advertising	78	76
- Staff Development	485	-
- Computer expenses	-	735
- Travel and subsistence	28,071	7,842
- Consultants - External	18,089	-
	330,768	247,882

¹Administration fee expense is the administrative support provided by DCS Spatial Services for the Board of Surveying and Spatial Information which includes: Employee services, Financial services, Information and Communications Technology services, Accommodation, Transport and Enterprise Resource Planning.

²The Department's Corporate Operating Model (COM) charge is the recovery of corporate costs which includes a share of the Departmental administration and management cost.

Recognition and Measurement

Insurance

The Board's insurance activities are conducted through the NSW Treasury Managed Fund Scheme of self insurance for Government agencies. The expense (premium) is determined by the Fund manager, based on past claim experience.

c. Depreciation

	2023 \$	2022 \$
- EDP equipment	-	61
	-	61

Refer to Note 7 for Recognition and Measurement policies

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

d. Grants

	2023 \$	2022 \$
Grants	5,000	5,000
	<u>5,000</u>	<u>5,000</u>

2023 and 2022: University of Newcastle Women in Surveying sponsorship grant.
Awarded when there is an applicant of sufficient merit.

4. Related Party Disclosures

The Board's key management personnel compensation are as follows;

	2023 \$	2022 \$
Short-term employee benefits	34,630	27,870
Post-employment benefits	3,636	2,787
	<u>38,266</u>	<u>30,657</u>

During the year, the Board has not entered into any arm's length terms and conditions with key management personnel, their close family members and controlled or jointly controlled entities thereof.

Other Related Party Transactions

During the year, the Board has entered into transactions with other entities that are controlled by NSW Government. These transactions in aggregate are a significant portion of the Board's operating expenses. Please refer below for details of these transactions.

	2023		2022	
Agency/ Nature of Transaction	Transaction Value \$	Net Payable / (Net Receivable) \$	Transaction Value \$	Net Payable / (Net Receivable) \$
The Department of Customer Services				
Employee related expenses	450,012	28,574	372,846	(4,996) *
Administration fee	86,823	-	80,975	-
DCS corporate costs	36,000	-	30,778	-

* 30 June 2022 - credit relates to LSL PV movement based on bond rate of 3.660%

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

5. CASH AND CASH EQUIVALENTS

a. Cash and cash equivalents

	2023 \$	2022 \$
Cash at bank and on hand	805,549	817,674
	<u>805,549</u>	<u>817,674</u>

For the purposes of the statement of cash flows, cash and cash equivalents consists of cash at bank and cash on hand.

Cash and cash equivalent assets recognised in the statement of financial position are reconciled at the end of the financial year to the statement of cash flows as follows:

	2023 \$	2022 \$
Cash and cash equivalents (per statement of financial position)	805,549	817,674
Closing cash and cash equivalents (per statement of cash flows)	<u>805,549</u>	<u>817,674</u>

Refer to Note 11 for details regarding credit risk, liquidity risk and market risk arising from financial instruments.

b. Reconciliation of Net Cash Flows from Operating Activities to Net Result

	2023 \$	2022 \$
Net cash flows from operating activities	(12,125)	(493)
Depreciation	-	(61)
Changes in operating assets and liabilities		
Increase/(decrease) in trade and other receivables	(4,760)	(32,986)
(Increase)/decrease in trade and other payables	(44,520)	25,462
Net result	<u>61,405</u>	<u>8,078</u>

6. RECEIVABLES

	2023 \$	2022 \$
Employee Related Expenses	-	4,996
GST receivable	2,446	2,210
	<u>2,446</u>	<u>7,206</u>

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

6. RECEIVABLES (*continued*)**Recognition and Measurement**

All 'regular way' purchases or sales of financial assets are recognised and derecognised on a trade date basis. Regular way purchases or sales are purchases or sales of financial assets that require delivery of assets within the time frame established by regulation or convention in the marketplace. Receivables are initially recognised at fair value plus any directly attributable transaction costs. Trade receivables that do not contain a significant financing component are measured at the transaction price.

Subsequent measurement

The Board holds receivables with the objective to collect the contractual cash flows and therefore measures them at amortised cost using the effective interest method, less any impairment. Changes are recognised in the net result for the year when impaired, derecognised or through the amortisation process.

Impairment

The Board recognises an allowance for expected credit losses (ECLs) for all debt financial assets not held at fair value through profit or loss. ECLs are based on the difference between the contractual cash flows and the cash flows that the Board expects to receive, discounted at the original effective interest rate. For trade receivables, the Board applies a simplified approach in calculating ECLs. The Board recognises a loss allowance based on lifetime ECLs at each reporting date.

7. PLANT AND EQUIPMENT

	Plant and Equipment \$	EDP Equipment \$	Total \$
At 1 July 2022 – fair value			
Gross carrying amount	8,181	19,300	27,481
Accumulated depreciation	(8,181)	(19,300)	(27,481)
Net carrying amount	-	-	-
At 30 June 2023 – fair value			
Gross carrying amount	8,181	15,338	23,519
Accumulated depreciation	(8,181)	(15,338)	(23,519)
Net carrying amount	-	-	-

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

7. PLANT AND EQUIPMENT (continued)

Reconciliation

A reconciliation of the carrying amounts of each class of plant and equipment at the beginning and end of the current reporting period is set out below:

	Plant and Equipment \$	EDP Equipment \$	Total \$
Year ended 30 June 2023			
Net carrying amount at start of year	-	-	-
Additions	-	-	-
Disposals	-	(3,962)	(3,962)
Depreciation on Disposal		3,962	3,962
Net carrying amount at end of year		-	-

	Plant and Equipment \$	EDP Equipment \$	Total \$
At 1 July 2021 – fair value			
Gross carrying amount	8,181	19,300	27,481
Accumulated depreciation	(8,181)	(19,239)	(27,420)
Net carrying amount	-	61	61

	Plant and Equipment \$	EDP Equipment \$	Total \$
At 30 June 2022 – fair value			
Gross carrying amount	8,181	19,300	27,481
Accumulated depreciation	(8,181)	(19,300)	(27,481)
Net carrying amount	-	-	-

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

7. PLANT AND EQUIPMENT (continued)

Reconciliation

A reconciliation of the carrying amounts of each class of plant and equipment at the beginning and end of the previous reporting period is set out below:

	Plant and Equipment \$	EDP Equipment \$	Total \$
Year ended 30 June 2022			
Net carrying amount at start of year	-	61	61
Additions	-	-	-
Disposals	-	-	-
Depreciation expense	-	(61)	(61)
Net carrying amount at end of year	-	-	-

Fair value measurement

The Board's plant and equipment are measured at depreciated historical cost as an approximation of fair value.

Recognition and Measurement

Acquisition of assets

Assets acquired are initially recognised at cost. Cost is the amount of cash or cash equivalents paid or the fair value of other consideration given to acquire the asset at the time of its acquisition, or where applicable, the amount attributed to that asset when initially recognised in accordance with the requirements of other Australian Accounting Standards.

Assets acquired at no cost, or for nominal consideration, are initially recognised at their fair value at the date of acquisition. Fair value is the price that would be received to sell an asset in an orderly transaction between market participants at measurement date.

Revaluation of plant and equipment

Physical non-current assets are valued in accordance with the 'Valuation of Physical Non-Current Assets at Fair Value' Policy and Guidelines Paper (TD 21-05). This policy adopts fair value in accordance with AASB 13 *Fair Value Measurement* and AASB 116 *Property, Plant and Equipment*. Fair value of plant and equipment is based on a market participants' perspective, using valuation techniques (market approach, cost approach, income approach) that maximise relevant observable inputs and minimise unobservable inputs. Non-specialised assets with short useful lives are measured at depreciated historical cost as an approximation of fair value. PPE is measured at depreciated historical cost in the Board.

Capitalisation thresholds

Plant and equipment individually costing \$5,000 and above are capitalised. Individual items of computer equipment are capitalised when they form part of a network costing more than \$5,000.

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

7. PLANT AND EQUIPMENT (continued)

Impairment of plant and equipment

As a not-for-profit entity with no cash generating units, impairment under AASB 136 Impairment of Assets is unlikely to arise. As plant and equipment is carried at fair value or an amount that approximates fair value, impairment can only arise in the rare circumstances such as where the costs of disposal are material. Specifically, impairment is unlikely given that AASB 136 modifies the recoverable amount test for non-cash generating units of not-for-profit entities to the higher of fair value less costs of disposal and depreciated replacement cost, where depreciated replacement cost is also fair value.

Depreciation is provided for on a straight line basis against all depreciable assets, so as to write off the depreciable amount of each asset, as it is consumed over its useful life to the Board.

Depreciation rates:	
Plant and equipment	20%
Electronic Data Processing (EDP) equipment	25%

8. PAYABLES

	2023 \$	2022 \$
- Accrued expenses	10,241	15,478
- Personnel services	28,574	-
- Other creditors	53,399	32,216
	<u>92,214</u>	<u>47,694</u>

Details regarding credit risk, liquidity risk and market risk, including a maturity analysis of the above payables are disclosed in Note 11.

Recognition and Measurement

These amounts represent liabilities for goods and services provided to the Board and other amounts. Short term payables with no stated interest rate are measured at the original invoice amount where the effect of discounting is immaterial. Payables are financial liabilities at amortised cost, initially measured at fair value, net of directly attributable transaction costs. These are subsequently measured at amortised cost using the effective interest method.

9. COMMITMENTS FOR EXPENDITURE

a. Capital commitments

As at 30 June 2023, there were no capital commitments (2022 - nil).

b. Operating lease commitments

As at 30 June 2023, there were no operating lease commitments (2022 - nil).

c. Finance lease commitments

As at 30 June 2023, there were no finance lease commitments (2022 - nil).

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

10. CONTINGENT LIABILITIES AND CONTINGENT ASSETS

As at 30 June 2023, there were no contingent assets or contingent liabilities (2022 - nil).

11. FINANCIAL INSTRUMENTS

The Board's principal financial instruments are outlined below. These financial statements arise directly from the Board's operations or are required to finance the Board's operations. The Board does not enter into or trade financial instruments for speculative purposes.

The Board's main risks arising from financial instruments are outlined below, together with the Board's objectives, policies and processes for measuring and managing risk. Further quantitative and qualitative disclosures are included throughout these financial statements.

The Board has overall responsibility for the establishment and oversight of risk management and reviews and agrees policies for managing each of these risks. Risk management policies are established to identify and analyse the risks faced by the Board, to set risk limits and controls and to monitor risks.

a. Financial instrument categories

(i) as at 30 June 2023

Class:	Note	Category	2023 \$ Carrying amount
Financial assets	5(a)		
Cash and cash equivalents		Not applicable	805,549
Receivables ¹	6	Amortised cost	-
Financial liabilities	8		
Payables ²		Financial liabilities measured at amortised cost	92,214

Notes:

1. Excludes statutory receivables and prepayments (ie. not within scope of AASB 7)

2. Excludes statutory payables and prepaid enrolment fees (ie. not within scope of AASB 7).

(ii) as at 30 June 2022

Class:	Note	Category	2022 \$ Carrying amount
Financial assets			
Cash and cash equivalents	5(a)	Not applicable	817,674
Receivables	6	Amortised cost	4,996
Financial liabilities	8		
Payables		Financial liabilities measured at amortised cost	47,694

The Board determines the classification of its financial assets and liabilities after initial recognition and, when allowed and appropriate, re-evaluates this at each financial year end.

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

b. De-recognition of financial assets and financial liabilities

A financial asset (or, where applicable, a part of a financial asset or part of a group of similar financial assets) is derecognised when the contractual rights to the cash flows from the financial assets expire; or if the Board transfers its rights to receive cash flows from the asset or has assumed an obligation to pay the received cash flows in full without material delay to a third party under a 'pass-through' arrangement; and either:

- the Board has transferred substantially all the risks and rewards of the asset; or
- the Board has neither transferred nor retained substantially all the risks and rewards of the asset but has transferred control.

When the Board has transferred its rights to receive cash flows from an asset or has entered into a pass through arrangement, it evaluates if, and to what extent, it has retained the risks and rewards of ownership. Where the Board has neither transferred nor retained substantially all the risks and rewards or transferred control, the asset continues to be recognised to the extent of the Board's continuing involvement in the asset. In that case, the Board also recognises an associated liability. The transferred asset and the associated liability are measured on a basis that reflects the rights and obligations that the Board has retained.

Continuing involvement that takes the form of a guarantee over the transferred asset is measured at the lower of the original carrying amount of the asset and the maximum amount of consideration that the Board could be required to repay.

A financial liability is derecognised when the obligation specified in the contract is discharged or cancelled or expires. When an existing financial liability is replaced by another from the same lender on substantially different terms, or the terms of an existing liability are substantially modified, such an exchange or modification is treated as the derecognition of the original liability and the recognition of a new liability. The difference in the respective carrying amounts is recognised in the net result.

c. Offsetting financial instruments

Financial assets and financial liabilities are offset and the net amount is reported in the Statement of financial position if there is a currently enforceable legal right to offset the recognised amounts and there is an intention to settle on a net basis, or to realise the assets and settle the liabilities simultaneously.

d. Credit risk

Credit risk arises when there is the possibility that the counterparty will default on their contractual obligations, resulting in a financial loss to the Board. The maximum exposure to credit risk is generally represented by the carrying amount of the financial assets.

Credit risk arises from the financial assets of the Board, including cash and receivables. No collateral is held by the Board. The Board has not granted any financial guarantees. Credit risk associated with the Board's financial assets, other than receivables, is managed through the selection of counterparties and establishment of minimum credit rating standards.

Cash and cash equivalent

Cash comprises cash at bank and cash on hand and is considered to be at fair value.

Accounting policy for impairment of trade debtors and other financial assets

Receivables - trade debtors

Receivables comprise GST receivables and trade debtors. No collateral is held by the Board. The Board has not granted any financial guarantees.

Collectability of trade debtors is reviewed on an ongoing basis. Procedures as established in the Treasurer's Directions are followed to recover outstanding amounts, including letters of demand.

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

d. Credit risk (continued)

The Board applies the AASB 9 simplified approach to measuring expected credit losses which uses a lifetime expected loss allowance for all trade debtors.

To measure the expected credit losses, trade receivables have been grouped based on shared credit risk characteristics and the days past due. The expected loss rates are based on historical observed loss rates. The historical loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors affecting the ability of the customers to settle the receivables. The Board has identified the GDP and the unemployment rate to be the most relevant factors, and accordingly adjusts the historical loss rates based on expected changes in these factors. Trade debtors are written off when there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include, amongst others a failure to make contractual payments for a period of greater than Board determined days past due. The Board has assessed that the estimated credit losses for trade debtors as at 30 June 2023 and 30 June 2022 was nil.

e. Liquidity risk

Liquidity risk is the risk that the Board will be unable to meet its payment obligations when they fall due. The Board continuously manages risk through monitoring future cash flows and maturities planning to ensure adequate holding of high quality liquid assets. The objective is to maintain a balance between continuity of funding and flexibility through the use of loans and other advances.

During the current and prior years, there were no defaults of loans payable. No assets have been pledged as collateral. The Board's exposure to liquidity risk is deemed insignificant based on prior periods' data and current assessment of risk.

The liabilities are recognised for amounts due to be paid in the future for goods or services received, whether or not invoiced. Amounts owing to suppliers (which are unsecured) are settled in accordance with the policy set out in Treasurer's Direction NSW TC 11/12. For small business suppliers, where terms are not specified, payment is not made later than 30 days from date of receipt of a correctly rendered invoice. For other suppliers, if trade terms are not specified, payment is made no later than the end of the month following the month in which an invoice or a statement is received. For small business suppliers, where payment is not made within the specified time period, simple interest must be paid automatically unless an existing contract specifies otherwise. For payments to other suppliers, the Board may automatically pay the supplier simple interest.

BOARD OF SURVEYING AND SPATIAL INFORMATION

Notes to the Financial Statements for the year ended 30 June 2023

e. *Liquidity risk (continued)*

The following table summarises the maturity profile of the Board's financial liabilities, together with the interest rate exposure.

			Interest Rate Exposure			Maturity Dates		
	Weighted Average Effective Interest Rate %	Nominal Amount \$	Fixed Interest Rate %	Variable interest Rate %	Non-Interest Bearing %	< 1 Year \$	1 – 5 Years \$	> 5 Years \$
2023 Payables	-	92,214	-	-	-	92,214	-	-
Total financial liabilities 2023	-	92,214	-	-	-	92,214	-	-
2022 Payables	-	47,694	-	-	-	47,694	-	-
Total financial liabilities 2022	-	47,694	-	-	-	47,694	-	-

Notes:

- The amounts disclosed are the contractual undiscounted cash flows of each class of financial liabilities based on the earliest date on which the entity can be required to pay. The tables include both interest and principal cash flows.

f. *Market risk*

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. The Board has no exposure to foreign currency risk and does not enter into commodity contracts.

g. *Interest rate risk*

Exposure to interest rate risk arises primarily through cash facilities, The Board has no direct equity instrument.

h. *Fair value compared to carrying amount*

Financial instruments are generally recognised at cost. The amortised cost of financial instruments recognised in the Statement of Financial Position approximates the fair value because of the short-term nature of the financial instruments.

12. AFTER BALANCE DATE EVENTS

There are no after balance date events.

END OF AUDITED FINANCIAL STATEMENTS

6. Statutory Reporting

Legal Change

No legal changes were proposed or undertaken by BOSSI during the reporting period. BOSSI implemented changes to the Register of Surveyors as a result of the implementation of the Automatic Mutual Recognition (AMR) scheme.

Economic or other factors

BOSSI is in a financially sound position. There have been no economic or other factors that impacted on the operational objectives of BOSSI.

Workplace Profile

BOSSI does not directly employ staff. All staff are employed by the Department of Customer Service (DCS), with the Department charging BOSSI for personnel services. Personnel policies are based on those used by DCS. Details of human resources policies and practice for the 2022/23 financial year are included in the DCS Annual Report.

There were 4 staff (3.5 FTE) employed to work for BOSSI as at 30 June 2023. There were no significant change in wages, salaries or allowances for BOSSI staff during the reporting period.

	2017-18 ^{1,2}	2018-19 ^{1,2}	2019-20 ¹	2020-21 ¹	2021-22 ¹	2023-23 ¹
Senior Executive	0	0	0	0	0	0
Ongoing	3.1	3.1	3.1	3.5	3.5	3.5
Temporary	0	0	1	0	0	0
Total	3.1	3.1	4.1	3.5	3.5	3.5

Note 1 Full time equivalent (FTE) staff (excludes statutory appointments, Board members or committee members).

Note 2 Staff were employed by the Department of Finance Services and Innovation prior to the establishment of the Department of Customer Service on 1 July 2020.

Personnel services	2019-20	2020-21	2021-22	2022-23
Salaries and wages	\$350,652	\$277,640	\$316,307	\$376,756
Long service leave	-	-	-	\$6,761
Superannuation	\$31,958	\$30,607	\$33,848	\$42,013
Workers compensation insurance	-	-	-	-
Payroll tax and fringe benefit tax	\$28,016	\$21,309	\$22,691	\$24,483
Total	\$410,626	\$329,556	\$372,846	\$450,012

Note: These are employee costs only and do not include Board member remuneration.

Workforce Diversity

Information on workforce diversity achievements and key workforce diversity strategies for next year are reported in the 2022/23 DCS Annual Report.

Workforce Diversity Group	Benchmark	2018-19	2019-20	2020-21¹	2021-22¹	2023-23¹
<i>Women</i> ²	50%	75%	60%	75%	75%	75%
<i>Aboriginal People and Torres Strait Islander</i> ³	3%	0%	0%	0%	0%	0%
<i>People whose first language was not English</i> ⁴	23.2%	0%	0%	0%	0%	0%
<i>People with a Disability</i> ⁵	5.6%	0%	0%	0%	0%	25%
<i>People with a Disability Requiring Work-Related Adjustment</i> ⁵	n/a	25%	20%	25%	25%	25%

Note 1 In 2022/23 there were 3.5 staff employed by DCS to work within the BOSSI secretariat.

Note 2 The benchmark of 50% for representation of women across the sector is intended to reflect the gender composition of the NSW community.

Note 3 The NSW Public Sector Aboriginal Employment Strategy 2019 – 25 introduced an aspirational target of 3% by 2025 for each of the sector's salary bands.

Note 4 A benchmark from the Australian Bureau of Statistics (ABS) Census of Population and Housing has been included for People whose First Language Spoken as a Child was not English. The ABS Census does not provide information about first language but does provide information about country of birth. The benchmark of 23.2% is the percentage of the NSW general population born in a country where English is not the predominant language.

Note 5: In December 2017, the NSW Government announced the target of doubling the representation of people with disability in the NSW public sector from an estimated 2.7% to 5.6% by 2025. More information can be found at: Jobs for People with Disability: A plan for the NSW public sector. The benchmark for 'People with Disability Requiring Work-Related Adjustment' was not updated.

Disability Inclusion Action Plan

DCS published a 2020/25 DIAP in October 2020. The DIAP outlines DCS's commitment to improving accessibility and inclusion for customers, people and suppliers with disability.

BOSSI's commitments for disability inclusion in 2022/23 included:

- workplace assessment and adjustments to support staff and members with a disability
- assistance from external providers to prepare and coordinate return to work plans for staff with work related injuries and/or temporary disabilities

- provision of ergonomic furniture and equipment for all staff, including those requiring workplace adjustment
- accessible washrooms
- easy access to the main offices of DCS where the Board utilises various workplace facilities through agreement.

Multicultural Policies and Service Program

BOSSI supports and participates in DCS initiatives, policies and programs that are committed to multiculturalism. BOSSI assists overseas qualified surveyors seeking registration in Australia to determine the equivalency of their qualifications by utilising the Bureau for Assessment of Overseas Qualifications through the Council of Reciprocating Surveyors Boards of Australia and New Zealand (CRSBANZ). BOSSI reviewed 17 overseas academic qualifications during the reporting year.

BOSSI did not enter into any agreements with Multicultural NSW under the *Multicultural NSW Act 2000* during the reporting period. Information on DCS multicultural policies and service programs is in the 2022/23 DCS Annual Report.

Consultants

BOSSI engaged the consulting firm Cofluence Pty Ltd to support the development of the BOSSI Strategic Plan 2023-26 during this reporting year.

BOSSI has developed and entered into a Service Level Agreement (SLA) with DCS to assist it to carry out its functions regarding financial obligations, ICT (hardware, software and support), employment of staff, supply of office facilities and general support.

Work Health and Safety (WHS)

BOSSI is committed to providing a healthy and safe workplace for all employees and workplace visitors, including contractors, agency staff and customers. BOSSI complied with all DCS WHS policies, and all staff were made aware of the available initiatives relating to best practice in the workplace. No workers compensation claims or prosecutions were made in relation to BOSSI during the reporting period. Please refer to the DCS 2022/23 Annual Report for further information.

Consumer response

No official complaints in relation to BOSSI operations were received during the reporting period. BOSSI manages all complaints in line with the DCS Complaints Handling Policy.

Feedback was received during the year on several matters including decisions made by BOSSI, regulatory requirements and conditions of registration. All feedback was reviewed by BOSSI and taken into consideration as part of our continual improvement objectives.

Research and development

No formal research was commissioned or completed by BOSSI during the reporting period.

Public Interest Disclosures

No BOSSI officials made public interest disclosures during the reporting period.

As staff are employees of DCS, BOSSI has adopted and adheres to the Department's *Fraud and Corruption Control Policy* and *Report Wrongdoing and Public Interest Disclosures (PID) Policy*. All staff are advised of this policy through the *Code of Ethics and Conduct* and information on the Department's Intranet.

Funds granted to non-government community organisations

BOSSI did not provide any funds to non-government community organisations in the reporting year.

Land disposal

BOSSI did not own or dispose of any land during the reporting year.

Promotion

No overseas travel was funded for BOSSI staff members during the reporting period.

Disclosure of controlled entities and subsidiaries

BOSSI receives personnel services from DCS. The Department is not a Special Purpose Service Entity and does not control BOSSI under this arrangement. BOSSI does not control any entities and does not hold shares in any public-sector subsidiary.

Privacy and Personal Information Protection (PPIP) Act 1998

BOSSI follows the DCS Privacy Management Plan, which complies with the *Privacy and Personal Information Protection (PPIP) Act 1998*. BOSSI received no formal access applications or informal enquiries by individuals requesting their personal information under the PPIP Act. No reviews were conducted under part 5 of the PPIP Act.

Government Information (Public Access) Act 2009

The *Government Information (Public Access) Act 2009* makes government information more open and available to the general public. BOSSI is regarded as part of DCS for the purposes of this Act and applications made under this Act involving BOSSI are centrally coordinated within DCS.

The 2022/23 DCS Annual Report contains information about access applications received. There were no applications received under GIPA during the reporting period.

Risk management and insurance activities

BOSSI has adopted and implemented the DCS Risk and Resilience Framework. The BOSSI risk register is a standing agenda item for discussion at each Board meeting.

BOSSI's insurance activities are conducted through the NSW Treasury Managed Fund Scheme of self-insurance for Government agencies. Insurable risk lines covered are property, liability, motor vehicle, workers' compensation, travel and personal accident.

BOSSI maintains and updates an asset register on an annual basis.

Authority for making decisions rests with the Board unless specifically delegated to a committee, the Surveyor-General or the Registrar, as outlined in the BOSSI delegations. Recommendations and decisions are recorded in the minutes of each Board meeting. Independent legal advice is sought as required.

BOSSI has a Finance and Audit Committee. The committee responsibilities are;

- Monitor and report Board revenue and expenditure
- Determine Board and Committees budget requirements
- Recommend future revenue sources, expenditure efficiencies and savings
- Liaise with NSW Audit Office staff and assist in the annual audit of the Board's accounts
- Monitor and report on (financial) Risk Register issues
- Assist with internal and external Board administrative systems audits.

Internal audit and risk management policy attestation

BOSSI has an exemption from compliance with NSW Treasury Internal Audit and Risk Management Policy TPP15-03.

BOSSI has internal risk management processes in place. These processes provide a level of assurance that enables the Board to understand, manage and satisfactorily control risk exposures.

Cyber Security Annual Attestation Statement for the 2022-2023 Financial Year for BOSSI

I, Narelle Underwood, am of the opinion that the Board of Surveying and Spatial Information (BOSSI) have managed cyber security risks in a manner consistent with the Mandatory Requirements set out in the NSW Government Cyber Security Policy.

BOSSI has a service level agreement with the Department of Customer Service (DCS) for the provision of ICT services. Risks to the information and systems of BOSSI have been assessed and are managed in accordance with DCS policies.

Further information on the DCS response to cyber security can be found in the DCS Annual Report.

Narelle Underwood
Surveyor-General of NSW
President, BOSSI

Exemptions

There were no exemptions applicable to BOSSI during the reporting period.

Annual Report Production

The 2022/23 BOSSI Annual Report was produced within DCS and no external costs were incurred. A PDF version of the report is available at www.bossi.nsw.gov.au

Board of Surveying and Spatial Information
BOSSI Registrar
E BOSSI@customerservice.nsw.gov.au
bossi.nsw.gov.au

