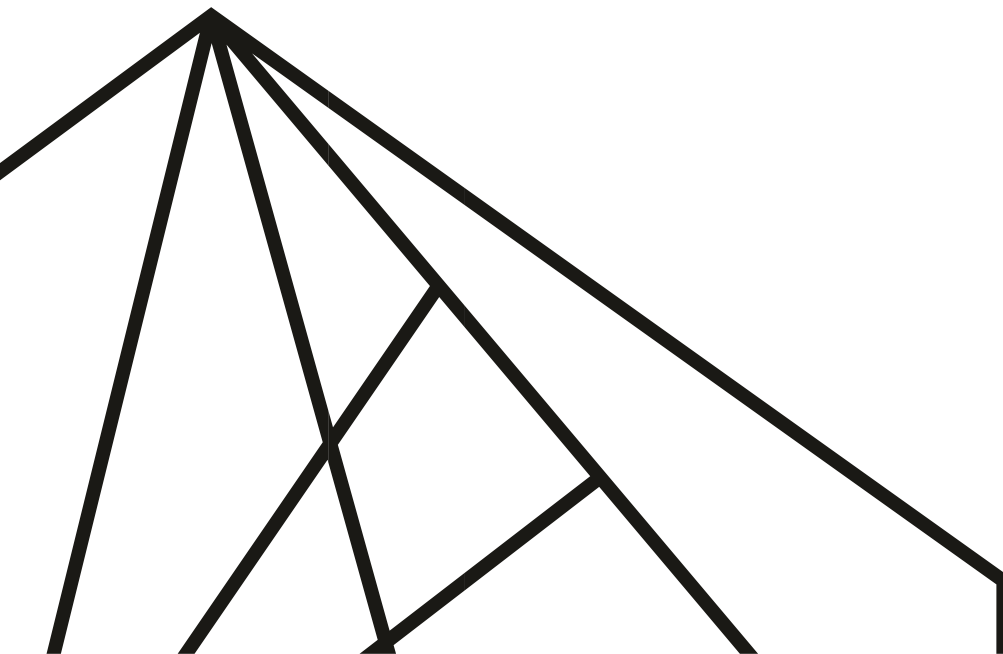
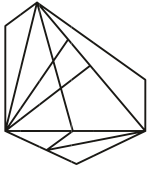


BOARD OF
**PROFESSIONAL
ENGINEERS**
OF QUEENSLAND

**Board of Professional
Engineers of Queensland
Annual Report
2021-22**





This annual report provides information about the performance of the Board of Professional Engineers of Queensland for the financial year ending 30 June 2022.

This annual report has been prepared for the Minister for Energy, Renewables and Hydrogen and Minister for Public Works and Procurement to submit to Parliament. It has also been prepared for the information of stakeholders including the Commonwealth and local governments, industry and business associations, community groups, and staff.

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Further copies of this annual report can be obtained by calling 07 3210 3100, emailing admin@bpeq.qld.gov.au or by visiting www.bpeq.qld.gov.au.

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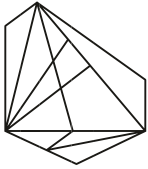
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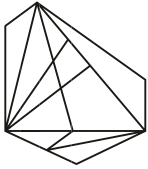
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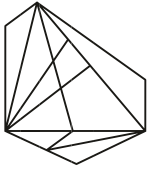


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Letter of compliance



BOARD OF
**PROFESSIONAL
ENGINEERS**
OF QUEENSLAND

7 September 2022

The Honourable Mick de Brenni MP

Minister for Energy, Renewables and Hydrogen and
Minister for Public Works and Procurement
GPO Box 2457
BRISBANE QLD 4001

Dear Minister

I am pleased to submit for presentation to the Parliament the Annual Report 2021-22 and financial statements for the Board of Professional Engineers of Queensland.

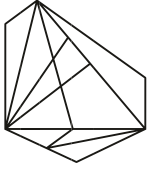
I certify that this Annual Report complies with:

- the prescribed requirements of the *Financial Accountability Act 2009* and the *Financial and Performance Management Standard 2019*; and
- the detailed requirements set out in the *Annual Report Requirements for Queensland Government Agencies*.

A checklist outlining the annual reporting requirements is provided at page 39 of this annual report.

Yours sincerely

Andrew Seccombe
Chairperson
Board of Professional Engineers of Queensland



Introduction

Who we are

Since 1930, Queensland has led the way in the regulation of the engineering profession. Owing to the foresight of Professor Roger Hawken, Queensland has had a regulatory scheme that protects the public and sets the standard of engineering for over 90 years.

Public safeguards and professional engineering standards are established through the *Professional Engineers Act 2002 (PE Act)*. The original PE Act was passed in 1929 creating the registered professional engineer of Queensland (**RPEQ**) system. Any person providing a professional engineering service in or for Queensland must be a RPEQ, which is a legally protected title awarded to engineers who have been assessed as qualified and competent professionals.

The Board of Professional Engineers of Queensland (**BPEQ**) is an independent statutory body within the portfolio responsibilities of the Minister for Energy, Renewables and Hydrogen and Minister for Public Works and Procurement (**Minister**). BPEQ is established under the PE Act and in turn administers the PE Act on behalf of the Queensland Government.

The functions performed by BPEQ include:

- to assess registration applications
- to register engineers as RPEQs
- to conduct, or authorise, investigations about the professional conduct of RPEQs and contraventions of the PE Act
- to keep a register of RPEQs
- to advise the Minister.

PE Act and objectives

The PE Act establishes BPEQ and provides for the RPEQ system.

The objectives of the PE Act are to:

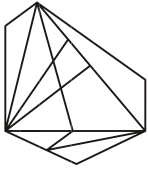
- protect the public by ensuring professional engineering services are provided by a RPEQ in a professional and competent way
- maintain public confidence in the standard of services provided by RPEQs
- uphold the standards of practice of RPEQs.

Investigating and prosecuting offences against the PE Act

The PE Act requires that only engineers who are registered as RPEQs are permitted to carry out professional engineering services in or for Queensland. BPEQ can investigate and prosecute individuals for breaches of the PE Act, including practising while unregistered and claiming to be or misusing the protected title of RPEQ when not registered.

Registering engineers as RPEQs

RPEQ is a legally protected title and becoming a RPEQ is a formal recognition of an engineer's qualifications, and competency. To register as a RPEQ, engineers must meet strict eligibility requirements.



Taking disciplinary action against RPEQs whose conduct falls below the agreed standards

Like other professions registered under law, RPEQs must meet and maintain high standards of technical practice and professional conduct set out in a Code of Practice developed by BPEQ. The PE Act provides a process for persons who are aggrieved by the conduct of a RPEQ to lodge a complaint about the RPEQ.

Our vision

Driving a higher standard of professionalism of engineers for a safer tomorrow.

Our purpose

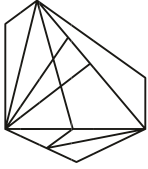
To protect the public and maintain confidence in the profession by upholding the highest standard of engineering.

Our values

- **Integrity** – We are honest and ethical
- **Professionalism** – We drive high standards and pursue opportunities to continuously improve
- **Accountability** – We are accountable for our actions
- **Fairness** – We treat everyone reasonably, equally and with respect
- **Independence** – We make independent and objective decisions in a transparent manner

2021-22 review and achievements

October	January	March
<ul style="list-style-type: none">• New Code of Practice for RPEQs approved and commenced	<ul style="list-style-type: none">• 27,000th RPEQ registered	<ul style="list-style-type: none">• Held Strategic Planning Day and Regional Board Meeting in Cairns
April	May	June
<ul style="list-style-type: none">• Reached more than 18,000 active RPEQs	<ul style="list-style-type: none">• Building and Other Legislation Amendment Bill 2022 (BOLA) passed	<ul style="list-style-type: none">• Established a Risk and Audit Committee



Chairperson's message

It has been just over 12 months since I was appointed as Chairperson for the Board of Professional Engineers of Queensland (BPEQ). During this time, the organisation has continued to operate successfully and undertake its core functions and responsibilities while managing the risk of the pandemic to our staff.

BPEQ has a long tradition in terms of engineering registration since it was first established in 1930 and I am humbled thinking of all the appointed Board members that have come before me. With over 90 years of history, BPEQ is the national leader in professional engineering registration with many other states having, or looking to adopt professional engineering legislation.

It is pleasing to report that the Board is succeeding in meeting our objectives under the PE Act which includes protecting the public by ensuring engineering work is completed by RPEQs, maintaining confidence in work undertaken by RPEQs and by upholding and promoting professional standards of RPEQs. In 2021-22, BPEQ registered a total 1,690 new RPEQs and successfully investigated and finalised 10 disciplinary investigations.

BPEQ is currently positioned at the midpoint of our 2020-24 Strategic Plan, and we are on track to achieve the majority of our strategic goals and key performance indicators by the end of 2024.

Achievements of particular note include the establishment of a Risk and Audit Committee to improve our corporate, risk and financial governance; and the commencement and approval of the Code of Practice for RPEQs to further enhance the professional standards of the profession.

Stakeholder engagement is an important aspect of any organisation, and we are looking forward to renewing communication avenues between all stakeholders including government and industry bodies and the RPEQs themselves.

I would also like to take this opportunity to thank all the Board members for their contribution throughout the 2021-22 financial year. In particular, I would like to thank outgoing Board members Evelyn Storey and Yvonne Pengilly for their hard work, efforts and dedication over the last 6 years. I am sure everyone will help me in wishing them well for their future endeavours. I am looking forward to working with the new Board going forward.

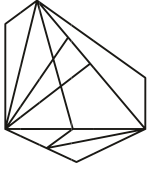
I would also like to welcome the new Registrar, Timea Steptoe who officially commenced with BPEQ on 11 July 2022. Timea brings a wealth of leadership and governance experience to the Board from her roles in the Department of Energy and Public Works. We are excited to have Timea on board and look forward to working with her moving forward.

I would also like to thank Kylie Mercer (former Registrar) and Amanda Allen (former Acting Registrar) for all their efforts during the year. Finally, a big thank you to all the staff of BPEQ for the efforts throughout the year to ensure registrations, legal services, and communication and engagement aspects of BPEQ are run efficiently and effectively.

Andrew Seccombe

Chairperson and Regional Representative

Board of Professional Engineers of Queensland



Registrar's report

In 2021-22, BPEQ continued the progression and completion of the key performance indicators set in its Strategic Plan 2020-24 which benefit RPEQs directly.

The approval and commencement of the new Code of Practice for RPEQs was one of the key achievements for the 2021-22 financial year. The new Code of Practice sets out clear standards for RPEQs by framing the principles into three areas – professional conduct, personal conduct and professional expertise.

Generally, the principles of the Code of Practice require RPEQs to maintain good professional relationships with peers and clients, work within the limits of their expertise, conduct themselves in a professional, safe and courteous way, act with honesty and integrity and understand and comply with standards of practice and legal requirements.

Registration numbers for 2021-22 remained steady despite the disruptions caused by the COVID-19 pandemic, taking the total number of RPEQs as of 30 June 2022 to 18,272. The 2021-22 period is also the first year BPEQ reached over 18,000 active RPEQs. Roughly 7% of the total number of RPEQs are female which illustrates that female representation in engineering continues to be an area for improvement. The four largest engineering areas are: civil (7,343), electrical (3,627), mechanical (3,486) and structural (2,491).

The number of disciplinary complaints (i.e., complaints about the conduct of RPEQs) received during 2021-22 remained steady and this may indicate that public awareness about BPEQ and our responsibilities remains high and there is a strong expectation that RPEQs continue to carry out their services to a highly competent standard. The Legal, Compliance and Investigations Unit continues to experience a high caseload of numbers but is now better resourced so the number of completed complaints, notifications and investigations remains stable.

As always, engagement and education were important functions for BPEQ. Led by the Communications and Engagement Unit, BPEQ held or participated in 70 seminars, workshops and industry events travelling to locations including: Toowoomba, Moranbah, Central Highlands, Cairns and more.

It should also be recognised that BPEQ went through significant staffing changes during 2021-22, with six staff members separating from the organisation by resignation. I would like to take this opportunity to recognise all the efforts and work of those who left us throughout the year for other opportunities.

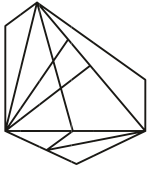
I would also like to offer my thanks to all the current employees of BPEQ for their hard work, commitment and support throughout the year. Together we made excellent progress on BPEQ's performance indicators and other projects, and I can see that the work completed over the last 12 months has put BPEQ in a solid position for the future.

As always, my thanks also goes to the Board for their strategic guidance and governance.

Amanda Allen

Acting Registrar

Board of Professional Engineers of Queensland



BPEQ structure

The Board

The PE Act prescribes that the Board consists of seven members appointed by the Governor in Council. Six are nominated by the Minister and one is a RPEQ elected by their peers.

The nominated Board members must include:

- one person (RPEQ) who is an academic head or representative of a school of engineering
- one person (RPEQ) who is a representative of the Queensland division of Engineers Australia
- one person (RPEQ) who resides in and predominantly undertakes professional engineering services in regional Queensland
- one person who is a lawyer of at least 10 years' standing and has experience in the law relating to building and construction
- one person who has at least 10 years' experience as a construction contractor in the building and construction industry
- one person who is not a RPEQ to act as a representative of the community.

Andrew Seccombe

Chairperson and regional representative

BEng (Civil Engineering), MEng (Structural), AusIMM CP (Geotech), RPEQ

Andrew Seccombe was appointed chairperson of the Board in April 2021. A RPEQ since 2016 registered in the area of geotechnical (mining), Mr Seccombe has a demonstrated background in the mining and resources industry which spans over 10 years. He is well experienced in managing mine sites and teams of geotechnical engineers, geologists and coal mine workers and negotiating contracts. From 2011 to 2014, Mr Seccombe was employed as a geotechnical engineer by Rio Tinto at its Kestrel Mine. In 2015 he joined Black Rock Mining, a medium-sized consultancy company as technical manager, a position he still holds today.

Evelyn Storey

Deputy chairperson and Engineers Australia representative

BSc (Civil Engineering), DipEm, CPEng, NPER, RPEQ

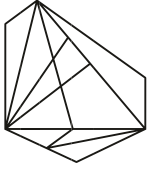
Evelyn Storey has served as the Board's deputy chairperson since July 2016. She is a highly experienced structural engineer, technical director and business unit manager, with 30 years' experience in Australia and overseas. Educated at the University of London, Ms Storey has been involved in and directed projects including terminal expansions at Brisbane and Gold Coast airports, UQ's Advanced Engineering Building, QUT's Science and Technology Precinct, and the Cross-Rail project in London. She is currently regional director of Aurecon's Southeast Queensland operations.

Yvonne Pengilly

Building and construction industry representative

BTech Engineering, QBCC Open Builders Licence, GAICD

Yvonne Pengilly is the building and construction industry representative, appointed in July 2016. Ms Pengilly is a licensed open builder. During her 30-year career, Ms Pengilly has worked in all facets of the industry including trade contracting, contract administration, project management, design and development management. She was awarded Master Builders Queensland State Woman in Building 2013



and used this platform to establish Women in Construction Far North Queensland, which promotes engagement of engineers, architects and builders through educational events. Ms Pengilly has also held senior roles with the Queensland Building and Construction Commission.

Suzy Cairney

Legal representative

LLB (Hons) GradDipLegalPrac

Suzy Cairney was appointed to the Board as legal representative in April 2018. She is a projects and commercial lawyer with particular experience in project development and operational contracts in the ports, civil construction and resources sectors. She has experience both in Australia and overseas, and has advised government clients, principals, developers, contractors and operators on a wide range of major infrastructure projects. Ms Cairney is a Partner in the Brisbane office of Spark Helmore Lawyers.

Maureen Hassall

Academic representative

BEng, BSc(Psych), MBA, PhD, CEng, CPEng, CPERG, MICHEM, FIEAust, RPEQ

Maureen Hassall joined the Board in 2019 as the academic representative. She is a chartered and registered chemical engineer and has a PhD in cognitive systems engineering. Dr Hassall is an associate professor of chemical engineering and the director of UQ RISK at the University of Queensland. Her research, teaching and consulting work focuses on using leading-edge systems thinking, technology, engineering and human factors approaches to deliver evidence-based innovations in risk management and process and systems safety. Dr Hassall's academic endeavours are informed by 30 years of working for and with resources, chemical, energy, manufacturing and major contracting companies in Australia, New Zealand and North America.

Suzanne Burow

Elected RPEQ representative

FIEAust, CPEng, NER, APEC Engineer, IntPE(Aus), RPEQ

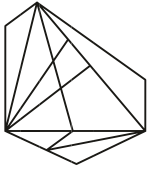
Suzanne Burow joined the Board in 2019 as the elected representative. She is a chartered and registered civil engineer with considerable experience as a practitioner in water resources engineering in various sectors across the industry. Ms Burow is currently a consulting engineer in the private sector, the Immediate Past President, Queensland Division and Queensland Congress Delegate for Engineers Australia.

Christopher Edwards

Community representative

MBA, BBus, FAICD, CompIEAust, PMP, PMI-PBA, PMI-RMP

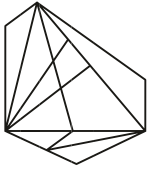
Christopher Edwards was appointed to the Board in 2019. Mr Edwards has over 20 years' experience in non-executive director roles with a focus on infrastructure and strategy. As a senior executive with RPS Group, PricewaterhouseCoopers and Hatch Associates he delivered global strategy, governance and assurance transformation projects and programs in the oil and gas, mining and metals and social and economic infrastructure sectors. A graduate and fellow of the AICD, he holds an MBA focused on international business and strategy. Mr Edwards serves on several boards including Metro South HHS Capital Works and Asset Maintenance Committee and Racing Queensland where he is also the Chair of the Capital Work Committee.



Organisational structure

As at 30 June 2022





Performance and environment

Contribution to Queensland Government objectives

BPEQ's objectives and strategies support several Queensland Government objectives for the community:

- Building Queensland
- Supporting jobs
- Growing our regions
- Making it for Queensland
- Protecting the environment
- Safeguarding our health.

BPEQ supports these objectives by:

- providing a responsive and efficient administrative operation
- encouraging and supporting the delivery of infrastructure projects across Queensland
- promoting the value of registration to ensure safety of both people and the environment
- enhancing our governance and decision-making processes.

Performance agreement and strategic direction

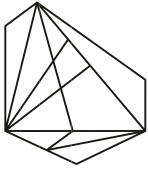
BPEQ is required to enter into a Performance Agreement with the Minister. The Performance Agreement sets out BPEQ's strategic direction for the current financial year and the two succeeding financial years.

The Performance Agreement for 2021-22, approved by the Minister, committed BPEQ to the following:

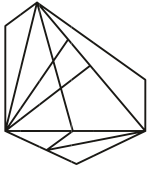
- a) actively promote the benefits of registration with a focus on industry areas which are under-represented by registered professional engineers, such as the resources and mining sector
- b) implement the new Code of Practice for registered professional engineers
- c) provide advice and recommendations to the Minister on challenges facing the industry, profession or the Board and opportunities to improve the Board's effectiveness, efficiency or quality of service
- d) manage reported concerns of fraud and integrity in a timely and effective manner
- e) work closely with the Department of Energy and Public Works to identify areas for potential improvements to the regulatory framework for professional engineering services in Queensland
- f) ensure clear, consistent and transparent decision-making processes are maintained when fulfilling the Board's responsibilities
- g) work in collaboration with the Department of Energy and Public Works on the delivery of various government priorities which may impact the industry, the profession or the Board
- h) proactively monitor global and national trends which may impact the profession.

The Performance Agreement is aligned with BPEQ's Strategic Plan 2020-24.

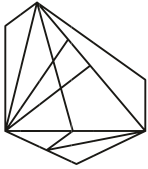
The Strategic Plan, effective from March 2020, commits BPEQ to five distinct strategic priorities, sets out strategies to achieve these priorities and defines various key performance indicators (**KPIs**) to measure the success of the strategies.



Strategic Priorities	Strategies		Key Performance Indicators (KPIs)	
<p>1</p> <p>Professionalism and standards</p> <p>Our strategic priority is to ensure that all professional engineering services meet the required standards, are compliant with the <i>Professional Engineers Act 2002</i> (Qld) and we promote quality in professional development.</p>	1	Set clear standards for continuing professional development to achieve consistency across all areas of engineering	1	Review and implement updated policies and procedures relating to continuing professional development
	2	Review, update and strengthen the Code of Practice for RPEQs	2	Finalise and implement an updated Code of Practice in 2020
	3	Engage, resolve and deliver stronger regulatory responses to matters of interest in a timely manner	3	Gather intelligence on interactions including how engineers become aware of us, governance reporting, complaints and notifications
<p>2</p> <p>Stronger engagement</p> <p>Our strategic priority is to develop and maintain strong relationships and engagement with all relevant stakeholders.</p>	1	Create, maintain and improve strategic partnerships with key stakeholders, peak bodies, Government, Universities, Assessment Entities and other regulators	1	Develop and implement a plan for partnerships
	2	Identify and address areas where engineering services are not provided by registered professional engineers	2	Develop and implement a networking and events plan
	3	Diversify and optimise communications and engagement channels to reach more engineers	3	Develop and implement a plan to establish and measure effectiveness of communications channels
<p>3</p> <p>Future focused</p> <p>Our strategic priority is to understand the future trends, risks and opportunities to inform and develop existing and new professional engineering regulations and standards.</p>	1	Work collaboratively with relevant stakeholders to identify trends impacting on the profession and <i>Professional Engineers Act 2002</i>	1	Commission white papers each year focussed on engineering trends, risks and opportunities
	2	Be a leading authority in the progression of a National Professional Engineering Registration Scheme	2	Develop and advance a National Professional Engineering Registration Scheme



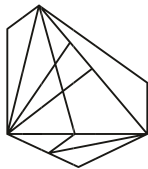
	3	Ensure operational functions are resourced appropriately to meet future demands	3	Review and implement resourcing recommendations by the end of 2020
<p>4</p> <p>Our independence</p> <p>Our strategic priority is to continue to act independently, impartially and in the public interest.</p>	1	Carry out the Board's functions independently and in accordance with the <i>Professional Engineers Act 2002</i>	1	Undertake a review of regulatory functions by 2021
	2	Review, develop and implement an updated suite of policies and procedures	2	Embed a suite of policies and procedures by 2021 and develop a review and implementation plan
	3	Be responsive to matters of public interest	3	Plan, monitor and review responses to areas of public interest
<p>5</p> <p>Governance and risk</p> <p>Our strategic priority is to provide strong governance that optimises organisational performance and the management of our risks.</p>	1	Operate within legislative obligations and demonstrate good corporate governance	1	Identify areas for review and develop an implementation plan
	2	Review, update and implement internal governance procedures to strengthen operational functions	2	Document and review internal governance procedures
	3	Optimise risk management and reporting processes through the implementation, review and improvement of risk policies and procedures	3	Plan, monitor and review the management of risk by June 2021



Measuring our performance

The following table shows the progress of each of BPEQ's KPIs under the respective strategic priority area:

	Completed	In progress / ongoing	Not commenced
KPI	Professionalism and standards		
1			
2			
3			
KPI	Stronger engagement		
1			
2			
3			
KPI	Future focused		
1			
2			
3			
KPI	Our independence		
1			
2			
3			
KPI	Governance and risk		
1			
2			
3			

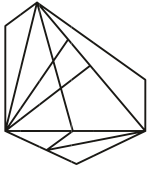


Strategic opportunities

1	Lead the discussion regarding a National Professional Engineering Registration Scheme
2	Amend and improve the legislation to better protect the profession and the public
3	Revise the areas of engineering to reflect changes in engineering and synergise areas of engineering of a similar nature
4	Attract and support more women into the profession
5	Continue to improve relationships with key stakeholders, peak bodies and industry to provide a more responsive and efficient public service
6	Create a new provisional category of registration for recently graduated engineers bridging the gap between graduation and registration as a professional engineer
7	Establish international networks to understand how other countries regulate engineers and coordinate regulatory efforts
8	Educate RPEQs to maintain high standards and professionalism through education

Strategic risks

Strategic risk	Risk appetite statement	Risk tolerance
Compliance with the <i>Professional Engineers Act 2002</i>	The Board has little appetite for failure to comply with the Act. This includes persons, stakeholders or entities performing professional engineering services and assessments, subject to the materiality and/or potential consequences of the event.	Zero appetite
Reputational risk	The Board recognises that it must uphold its reputation through proactive engagement with its stakeholders.	Low/medium appetite
People safety risk	The Board is committed to people safety, both internally and externally, in its role as an employer and regulator.	Zero appetite
Protecting the public	The Board is committed to protecting the public by ensuring professional engineering services are provided by a RPEQ in a professional and competent way.	Low/medium appetite
Governance	The Board places great importance on governance and compliance and has a low appetite for any breaches in statute, regulation, professional standards, ethics, bribery or fraud.	Low appetite
Workplace health and safety risk	The Board aims to make its workplace a stimulating, supportive and safe place to work.	Very low appetite



People and culture	The Board continues to build high performance, dedicated, professional and innovative capabilities of its staff, through empowerment and leadership development.	Low appetite
IT & cyber security risks/threats	It is a requirement to ensure the Board's systems and processes operate effectively and securely.	Low appetite

Risk management

BPEQ has established a risk management program consistent with the principles set out in *AS/NZS ISO 31000:2018*. During 2021-22, BPEQ has continued to focus on improving its commitment to risk identification, mitigation and management. This is best demonstrated by the establishment of a Risk and Audit Committee (**RAC**) and improved workplace health and safety (**WHS**) measures.

The **RAC** was established in June 2022 to act as an advisory body independent of management and internal and external audit, reporting directly to the Board on accountability and audit related matters. In particular, it will:

- provide an independent review of the organisation's reporting functions to ensure the integrity of financial reports
- ensure all internal control and risk management functions are operating effectively and reliably
- provide strong and effective oversight of the organisation's audit functions.

The RAC will consist of a minimum three (3) permanent Board members as described in section 82 of the PE Act and have been appointed to the RAC based on personal qualities and skills. An independent external member with extensive experience in governance and risk management activities has also been appointed to provide expert advice and opinions.

The implementation of **resourcing and operational recommendations around WHS** manages risks by identifying the need for staff trained in workplace health and safety and first aid and the optimal organisational design to ensure BPEQ continues to operate effectively and efficiently.

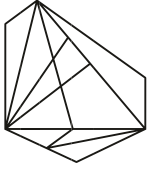
A **review of internal policies and procedures** manages risks by ensuring BPEQ policies remain current and are reflective of any changes to employment law, conditions and human resource management.

The Board regularly **reviews its regulatory functions and internal governance procedures** to mitigate risks associated with governance by ensuring Board members and BPEQ staff understand their roles and act in an ethical and professional way.

The development and implementation of **plans for partnerships** and events manages compliance and public protection risks by informing engineers about their legal obligations to register and ongoing registration requirements. Risks to the public are reduced because only qualified and competent engineers can carry out complex engineering work.

Information sharing and **collaboration with other regulators** has been pursued by BPEQ in an effort to reduce risk by sharing information on identified persons who breach legislative obligations. Following the Memorandum of Understanding (**MoU**) that was entered into between BPEQ and the Queensland Building and Construction Commission (**QBCC**), BPEQ continues to keep an open dialogue with other regulators in the hope of building further key relationships.

BPEQ makes recommendations to the Minister for the **approval, renewal or variation of assessment schemes**. In 2021-22, BPEQ approved the implementation of two Legal and Compliance Officer roles within the Legal, Compliance and Investigations Unit. These roles help with the ongoing management and compliance of the schemes and are primarily responsible for reviewing applications for approval, renewal or variation of assessment schemes to ensure applications meet the suitability requirements of the PE Act and to foster more consistency across the approved assessment entities. They will also help mitigate risks associated with the assessment of engineers' qualifications and competencies through auditing of approved schemes.



National professional registration of engineers

BPEQ continues to be an active participant in discussions with other states and territories concerning the registration of engineers. BPEQ is a co-convenor of a regular working group with representatives from Australian Capital Territory, New South Wales, Victoria, Western Australia and the Northern Territory. This group meets to discuss matters related to the registration of engineers, particularly as states and territories implement their respective schemes for the registration of engineers.

Automatic mutual recognition

The Australian Government's Automatic Mutual Recognition Scheme (AMR) presents a major strategic risk to BPEQ. In the absence of agreed standards between states and territories, AMR exposes the public to greater risks of engineering failures and undermines the effectiveness of regulators like BPEQ to protect the public and set engineering standards by removing registration requirements for engineering moving between and carrying out services in different jurisdictions.

The Queensland Government has not introduced legislation to join AMR at this time. This means that businesses and workers in Queensland cannot rely on AMR to work interstate. Similarly, businesses and workers in other states and territories cannot rely on AMR to work in Queensland. This includes RPEQs currently registered with BPEQ, and engineers seeking registration as a RPEQ.

There are several reasons why AMR cannot work and creates risks:

- Queensland is the only state or territory with a comprehensive and mandatory system of registration for engineers which requires engineers to meet ongoing registration requirements and complete continuing professional development.
- While the titles 'Registered Professional Engineer of Queensland' and 'RPEQ' and derivatives are protected by law the term 'engineer' is not.
- Engineering is a diverse collection of disciplines and given this and the lack of protection regarding the title of engineer, consumers are not well-placed to judge the quality or appropriateness of services available.
- There are different categories of engineer based on qualification – professional engineer, engineering technologist and engineering associate.

BPEQ continues to monitor the implementation of AMR, and the Queensland Government's response to this scheme.

Building and Other Legislation Amendment Act 2022 (BOLA)

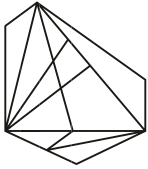
On 25 May 2022, the Building and Other Legislation Amendment Bill 2022 (the Bill) was passed by the Queensland Parliament and on 10 June 2022, the Bill was enacted.

The Bill represents the next step in the Queensland Building Plan and its 2021 update, as it continues to modernise Queensland's building and construction legislation and ensures the regulatory framework continues to meet consumer and industry expectations.

The Bill amended a range of building-related legislation and key amendments include:

- addressing emerging construction trends including the positioning of residential solar infrastructure greywater reuse and wastewater disposal
- improving the operation of the regulatory framework and empowering the Board of Architects of Queensland, BPEQ and QBCC to effectively and efficiently discharge their functions
- retaining an existing licensing exemption for head contractors, subject to key amendments to address industry concerns.

Changes to the PE Act includes modernised drafting, clarifying existing provisions and improving processes.



Code of Practice for RPEQs

Under the PE Act, the Board must review its Code of Practice at least once every three (3) years.

The Code of Practice is developed by BPEQ to provide guidance to RPEQs about appropriate professional conduct and practice expected of them by their peers and the community. All RPEQs are bound by the Code of Practice.

The Board reviewed and finalised a new Code of Practice, which commenced on 29 October 2021.

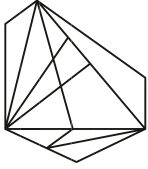
As required under the Act, the Board undertook consultation with the following entities prior to the new Code of Practice being finalised:

- All current assessment entities
- All Queensland universities with prescribed schools or engineering
- Office of Industrial Relations
- Queensland Public Service Commission
- Office of the Chief Engineer, Department of Transport and Main Roads
- Office of Chief Procurement Officer, Department of Transport and Main Roads
- Office of Chief Engineer, Department of Local Government, Racing and Multicultural Affairs.

The new Code of Practice brought about important and much needed amendments to meet the heightened expectations of the community on engineers and professionals in general. The principles of the Code of Practice require that RPEQs maintain good professional relationships with peers and clients, work within the limits of their expertise, conduct themselves in a professional, safe and courteous way, act with honesty and integrity and understand and comply with standards of practice and legal requirements.

Specifically, key principles of the Code of Practice are:

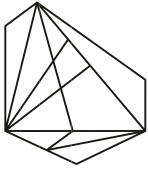
1. Professional conduct	<ul style="list-style-type: none">1.1 Registered professional engineers maintain a professional relationship with their colleagues and professional peers1.2 Registered professional engineers work within the limits of their professional expertise1.3 Registered professional engineers treat all their stakeholders with courtesy and dignity1.4 Registered professional engineers maintain a professional relationship with clients1.5 Registered professional engineers demonstrate good record keeping and confidentiality1.6 Registered professional engineers maintain a focus on health and safety
2. Personal conduct	<ul style="list-style-type: none">2.1 Registered professional engineers are positive role models within the profession and in the community in general2.2 Registered professional engineers respect the rule of law and provide a positive example in the performance of their professional obligations2.3 Registered professional engineers will act with honesty and integrity and will not exploit their position for personal or financial gain2.4 Registered professional engineers must avoid all conflicts of interest between their personal and professional activities2.5 Registered professional engineers act with discretion and maintain confidentiality in all their professional dealings with others
3. Professional expertise	<ul style="list-style-type: none">3.1 Registered professional engineers are true professionals and set and maintain high standards3.2 Registered professional engineers are aware of the legal requirements that pertain to their profession



Dealing with COVID-19

While the coronavirus (**COVID-19**) pandemic remains a present and ongoing risk, BPEQ implemented a range of measures to continue its essential functions, safeguard staff and others and reduce the chances of the disease spreading. The measures included:

- Flexible work arrangements for all staff if requested or needed (such as flexible start and finish times and working from home arrangements) and allowing for adequate social distancing in the office
- Board members and BPEQ staff continue to use videoconferencing or teleconferencing for meetings, including Board meetings where required
- Interaction with customers was limited to ensure that minimal contact was maintained during the peak periods of COVID-19
- BPEQ introduced a Safe Travel Management Form to ensure appropriate risks were considered when travelling or participating in events
- BPEQ continues to adopt all Queensland Health requirements and advice with regards to personal and workspace hygiene and COVID-19.



Operations and Services

BPEQ carries out a range of services for the profession and the public, consistent with its functions under the PE Act.

Registrations

A core role of BPEQ is to register engineers to practise engineering. An engineer being a RPEQ demonstrates their qualification and competence.

Engineers are entitled to registration only if:

- they hold a four-year undergraduate engineering degree accredited or recognised by a body responsible for accreditation or recognition of tertiary-level engineering qualifications that is a signatory to the Washington Accord 1989
- they have demonstrated experience in their chosen area/s (discipline) of engineering – at a minimum four years post-graduation
- BPEQ considers them to be a fit and proper person to practise as a RPEQ.

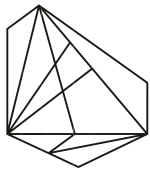
There are two categories of registration: practising and non-practising.

- **Practising RPEQs** are permitted to carry out professional engineering services in their area of engineering and competence without restriction.
- The **non-practising category** was created for RPEQs who are on a career break (e.g. parental leave). Non-practising RPEQs are not permitted to carry out professional engineering services but can keep their RPEQ status.

Before applying for RPEQ status with BPEQ, engineers must have their qualification and competence assessed. The assessment is done by professional engineering associations on behalf of BPEQ.

These associations are:

- Australasian Institute of Mining and Metallurgy (**AusIMM**)
- Australian Institute of Refrigeration, Air Conditioning and Heating (**AIRAH**)
- Chartered Institution of Building Services Engineers (**CIBSE**)
- Engineers Australia (**EA**)
- Institution of Chemical Engineers (**IChemE**)
- Institution of Structural Engineers (**IStructE**)
- Institute of Public Works Engineering Australasia (Queensland Division) (**IPWEAQ**)
- Professionals Australia (**PA**)
- Royal Institute of Naval Architects (Australia) (**RINA**)



As of 30 June 2022, BPEQ registered 17,732 practising RPEQs.

	2019-20	2020-21	2021-22
New Registrations	1,670	1,929	1,690
Restorations	374	397	720
Disqualified / de-registered	(0)	(0)	(2)
Retired / resigned / lapsed / deceased	(1,001)	(1,277)	(1,401)
Moved to non-practising	(96)	(5)	(153)
Total (number of practising RPEQs as of 30 June)	15,856	16,711	17,732

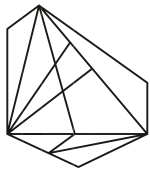
As of 30 June 2022, there were 540 non-practising RPEQs registered with BPEQ.

RPEQs are registered in an area/s of engineering related to their qualification and competency.

As of 30 June 2022, RPEQs were registered in the following areas:

Area of engineering ¹	RPEQs	
	Practising	Non-practising
Aeronautical	36	0
Aerospace	192	3
Agricultural	15	3
Biomedical	39	4
Building services	330	8
Chemical	841	40
Civil	7,133	210
Computer systems	27	1
Electrical	3,503	124
Environmental	292	11
Fire	16	0
Fire safety	164	0

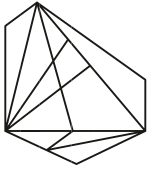
¹ The figures for RPEQs by area of engineering are greater than the total number of RPEQs because some RPEQs hold registration in more than one area of engineering.



Geotechnical	250	6
Geotechnical (Mining)	130	4
Geotechnical / Geological	4	0
Heritage and conservation	2	0
Information technology and telecommunications	122	1
Information telecommunications and electronics	654	10
Inspection of amusement rides and devices	10	0
Management	1,283	37
Marine	2	0
Mechanical	3,377	109
Mechatronics	7	0
Metallurgical	66	5
Mining	362	15
Naval architecture	48	1
Oil and gas pipeline	9	0
Petroleum	161	4
Pressure equipment design verification	26	0
Structural	2,448	43

The PE Act applies for any professional engineering service carried out in or for Queensland and BPEQ registered several thousand engineers from interstate and overseas, not just Queensland.

Queensland	65.92%
New South Wales	13.30%
Victoria	8.94%
Western Australia	3.69%
South Australia	2.87%
Australian Capital Territory	0.71%
Tasmania	0.60%
Northern Territory	0.31%
Overseas	3.66%



Continuing professional development audits

Under BPEQ's Continuing Registration Requirements (**CRR**) Policy, RPEQs are required to undertake 150 hours of continuing professional development (**CPD**) over three years to meet continuing registration requirements set out in the PE Act and demonstrate continued competency and eligibility for registration. BPEQ compiles an annual audit list by a combined process of risk assessment and random selection. The CRR Policy states that all RPEQs should be regularly audited with a maximum period between audits of seven years.

The following table provides information on the CPD audits carried out by BPEQ for financial year 2021-22:

RPEQs audited	117
RPEQs passed audit	102
RPEQs failed audit	15
Audit failure addressed or no longer RPEQ	10
Audit failure result pending	5

Complaints, investigations and disciplinary proceedings

BPEQ has a regulatory function which encompasses two separate legal avenues for investigating and penalising RPEQs whose conduct falls below the expected standards of practise and persons who do not comply with the PE Act. These two avenues are often described as 'discipline', which concerns the conduct of RPEQs, and 'compliance', which concerns offences against the PE Act.

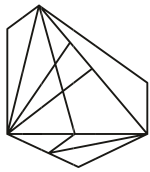
During the 2021-22 financial year, BPEQ received various complaints about the conduct of RPEQs and suspected contraventions of the PE Act. BPEQ considers all complaints seriously and may investigate the conduct of RPEQs or suspected offences against the PE Act.

Managing complaints and investigations is complex and requires both forensic and expert opinion to finalise appropriately.

Complaints and Notifications

	Carried forward from previous FY/s	Received 2021-22	Dismissed without (investigation) 2021-22	Investigations finalised 2021-22	Pending / not completed
Disciplinary	32	34	20	10	36
Compliance	5	12	9	0	8
Total	37	46	29	10	44

During the 2021-22 financial year, BPEQ received 34 complaints about the conduct of RPEQs and 12 compliance notifications about possible offences in breach of the PE Act. BPEQ also considered 32 complaints and 5 notifications under the PE Act which were carried forward from previous financial years. The number of complaints received about RPEQs in 2021-22 represents just 0.18 per cent of the total number of RPEQs.



Investigations

	Carried forward from previous FY/s	Commenced 2021-22	Completed 2021-22	Pending / not completed
Disciplinary	17	12	10	19
Compliance	1	5	0	6
Total	18	17	10	25

In the 2021-22 financial year, BPEQ commenced 12 disciplinary investigations and 5 compliance investigation, bringing the total investigations commenced to 17. BPEQ continued 17 disciplinary and 1 compliance investigations from the previous financial years.

Of the 10 disciplinary matters which were investigated and decided:

- Five (5) matters were decided by the Board to take no further action.
- Conditions were imposed on a RPEQs registration (who was subject to two (2) investigations).
- One (1) matter was finalised by a requirement for the RPEQ to complete specific further CPD subjects.
- One (1) reprimand was issued.
- One (1) caution was issued.

The 25 disciplinary and compliance investigations which were not completed remain at various stages of investigation.

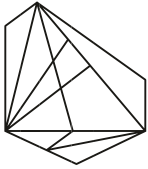
Disciplinary proceedings and prosecutions

	Carried forward from previous FY/s	Commenced 2021-22	Completed 2021-22	Pending / not completed
Disciplinary	1	1	1	1
Compliance	0	2	0	2
Total	1	3	1	3

During the 2021-22 financial year, BPEQ commenced one (1) disciplinary proceeding which is currently before the Queensland Civil and Administrative Tribunal.

During the 2021-22 financial year, BPEQ carried forward one (1) disciplinary proceeding from the previous financial year which was finalised in the Queensland Civil and Administrative Tribunal.

During the 2021-22 financial year, two (2) new prosecutions for non-compliance were commenced by BPEQ in the Magistrates Court.

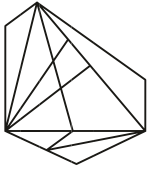


Penalty infringement notices

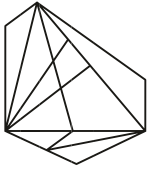
	Issued 2021-22
Compliance	0
Total	0

BPEQ roadshows, seminars, legal case study workshops, meetings, conferences and sponsored events

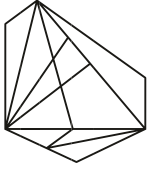
Month and year	Event type	Region / area	Company / event name
July 2021	Conference	Brisbane	High Voltage Electrical Maintenance and Safety Conference
	Student	Brisbane	IChemE Student Summit
August 2021	Roadshow / seminar	Brisbane	<ul style="list-style-type: none"> Rheinmetall
	Student	Brisbane	<ul style="list-style-type: none"> University of Queensland Engineering Undergraduate Society (UQ EUS) network event UQ EUS RPEQ Q&A panel Queensland University of Technology Electrical Engineering Student Society (QUT EESS) becoming an RPEQ event
September 2021	Student	Brisbane	<ul style="list-style-type: none"> QUT Gender Equity in Engineering Makes Sense (GEMS) – careers night AusIMM Student Metallurgy Night Griffith University Networking Night UQ EUS careers fair QUT EESS industry event
	Student	Online	James Cook University (JCU) Engineering Undergraduate Society industry night
	Conference	Brisbane	<ul style="list-style-type: none"> Local Government Managers Association Conference Spring Brisbane Home Show AusIMM New Leaders Conference
	Student	Toowoomba	University of Southern Queensland Lecture
October 2021	Conference	Brisbane	<ul style="list-style-type: none"> IPWEAQ Conference Civil Contractors Federation State Conference Local Government Association of Queensland 2021 Conference
	Roadshow / seminar	Online	Engineers Australia Webinar



	Student	Brisbane	<ul style="list-style-type: none"> • QUT Fellowship of Medical Engineers networking night • UQ Skirts and QUT GEMS networking Morning Tea
November 2021	Roadshow / seminar	Brisbane	Moreton Bay Regional Council seminar
	Roadshow / seminar	Online	Energy Queensland seminar
December 2021			N/A
January 2022			N/A
February 2022	Roadshow / seminar	Southwest QLD	<ul style="list-style-type: none"> • Stanwell – Meandu seminar • Brandon and Associates seminar • Orana seminar
	Roadshow / seminar	Moranbah	<ul style="list-style-type: none"> • Bowen Basin Underground Geotechnical Society seminar • Moranbah North Mine seminar • Grosvenor Mine seminar • Incitec Pivot seminar • Dyno Knobel seminar
March 2022	Networking	Cairns	BPEQ International Women’s Day Event
	Student	Brisbane	<ul style="list-style-type: none"> • QUT and UQ network evening • UQ EUS careers fair • QUT Mechanical Engineering Student Society industry panel night • AusIMM Southern Queensland Student Chapter student meet industry event
	Roadshow / seminar	Brisbane	AusIMM and BPEQ Seminar
	Conference	Brisbane	International Mining Geology Conference
	Conference	Sydney	Future of Mining
	Student	Online	JCU Industry Night
April 2022	Conference	Brisbane	Autumn Brisbane Home Show
	Roadshow / seminar	Brisbane	Thiess seminar
	Student	Brisbane	UQ EUS industry panel event
May 2022	Conference	Perth	Minesafe International Conference
	Conference	Brisbane	Australian Petroleum Production and Exploration Association Conference



	Student	Brisbane	Griffith University networking night
	Roadshow / seminar	Brisbane	Department of Transport and Main Roads (DTMR) seminar
	Roadshow / seminar	North QLD	<ul style="list-style-type: none"> • Ravenswood Gold Mine seminar • Steve McKenzie Consultant Engineer Pty Ltd seminar • Charters Towers Council seminar
	Roadshow / seminar	Central Highland	<ul style="list-style-type: none"> • Jellinbah Mine seminar • Jellinbah East Mine seminar • Jellinbah Plains Mine seminar • Ensham Mine seminar
	Roadshow / seminar	Central Highland	GBA Consulting Engineers seminar
June 2022	Conference	Brisbane	Mine Electrical Safety Conference
	Roadshow / seminar	Isaac Region	Realm Resources Ltd – Foxleigh Coal Mine seminar
	Roadshow / seminar	Cairns	<ul style="list-style-type: none"> • Casuary Coast Regional Council seminar • Cairns Regional Council seminar • Black & More seminar • Trinity Engineering + Consulting seminar • Aecom seminar • AC Solar Warehouse seminar • DTMR seminar • Energex and Ergon Energy seminar • Aurecon seminar • Sequal Consulting Group Pty Ltd seminar • CMG Consulting Engineers seminar
	Roadshow / seminar	Brisbane	BHP seminar



Enquiries to BPEQ

Members of the public can get in touch with BPEQ via the following options:

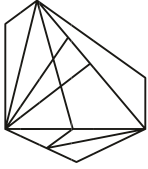
- By email at admin@bpeq.qld.gov.au
- By phone on 07 3210 3100
- By using the online Contact Us form available at www.bpeq.qld.gov.au.

All methods of contact are published on the BPEQ website.

BPEQ's Registrations and Corporate Services staff are primarily responsible for receiving and triaging all incoming enquiries to ensure these are responded to and addressed appropriately.

Compliments and Complaints

BPEQ has published a Compliments and Complaints page to the BPEQ website. This page is available to anyone who wishes to send in any compliments, complaints and feedback directed at members and employees of BPEQ.



Corporate governance

BPEQ is committed to the highest standards of corporate governance. This commitment is demonstrated in BPEQ's strategic and performance objectives, organisational values, development and implementation of internal and external policies and adherence with relevant legislative and regulatory requirements.

Board functions

The PE Act sets out the Board's functions as follows:

- a. to assess applications made to it under the PE Act;
- b. to register persons who are eligible for registration and issue certificates of registration;
- c. to conduct, or authorise investigations about the professional conduct of RPEQs and contraventions of the PE Act;
- d. to keep the Register;
- e. to advise the Minister about:
 - i. eligibility requirements for persons applying for registration, or renewal or restoration of registration;
 - ii. the suitability of assessment schemes for approval; and
 - iii. the operation of the PE Act in its application to the practice of engineering;
- f. to review the eligibility requirements mentioned in paragraph (e)(i);
- g. to perform other functions given to the Board under the PE Act or another Act;
- h. to perform a function incidental to a function mentioned in paragraphs (a) to (g) above

In performing its functions, the Board is required to act independently, impartially, and in the public interest. The Minister may give the Board a written direction about the performance of its functions or exercise of its powers if satisfied that it is necessary to give a direction in the public interest.

How BPEQ affects the community

Engineers are responsible for the design, construction, production, operation and maintenance of essential infrastructure, products and services used every day. As such, engineers contribute significantly to public health and safety and fundamentally impact the way people live and work.

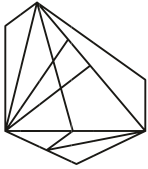
The RPEQ system allows only qualified and competent persons to carry out professional engineering services, therefore minimising the potential for substandard, unsafe engineering practices and reduces risks to public health and safety.

BPEQ is also charged with investigating and taking disciplinary or legal action against persons in breach of the PE Act or the Code of Practice for Registered Professional Engineers, which allows for the public to make complaints about the conduct of RPEQs in performing engineering services.

Board meetings

The Board met eight (8) times in 2021-22 to carry out its functions as described in the PE Act.

- | | |
|----------------------|--------------------|
| 1. 04 August 2021 | 5. 19 January 2022 |
| 2. 14 September 2021 | 6. 09 March 2022 |
| 3. 27 October 2021 | 7. 27 April 2022 |
| 4. 08 December 2021 | 8. 01 June 2022 |



	Appointment date	Appointment end date	Eligible to attend	Attended	Fees \$ (gross annual remuneration)**
Mr A Seccombe	01/04/2021	31/03/2024	8	8	\$5,367 ¹
Ms E Storey*	01/07/2019	30/06/2022	8	8	\$3,946
Ms Y Pengilly*	01/07/2019	30/06/2022	8	7	nil ²
Ms S Cairney	01/04/2019	31/03/2024	8	6	\$3,946
Ms S Burow*	01/07/2019	30/06/2022	8	7	\$3,946
Mr C Edwards*	01/07/2019	30/06/2022	8	6	\$3,946
Dr M Hassall*	01/07/2019	30/06/2022	8	6	\$3,946

*Board members were extended for a period of three months from 30/06/2022 to 30/09/2022.

** includes superannuation benefits

Strategic workforce planning and performance

BPEQ maintains and manages staffing and resources to meet its statutory obligations.

As of 30 June 2022, BPEQ employed 19 staff (refer to organisational chart on page 12). The full time equivalent (*FTE*) staff figure was 17.2. Two staff members are engaged under the provisions of the *Public Service Act 2008 (PSA)*. All other staff are direct Board appointments. One of the staff members is employed on a casual basis.

Six staff members separated from the organisation by resignation in 2021-22.

One staff member engaged under the provisions of the PSA was on long service leave in 2021-22 and has not been included in the FTE count.

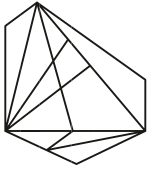
BPEQ provides a budget for staff to complete development and training. Staff completed various training courses during the 2020-21 financial year, including:

- legal continuing professional development
- first aid and CPR
- workplace health and safety
- cyber security.

BPEQ encourages a healthy work-life balance and provides employees with opportunities to work from home, flexible hours, accumulative time leave (*ATL*) and time off in lieu (*TOIL*).

¹ Mr Seccombe's payment includes payment for part of the 2020-21 financial year

² Ms Pengilly was not remunerated as she was employed within another entity by the Queensland Government.



BPEQ has a suite of internal policies that set out employment conditions to all staff, including:

- leave (recreation, sick, long services and other)
- flexible work arrangements
- study and research assistance
- work health safety and wellbeing.

Human rights compliance

As a public entity, BPEQ must take and report on actions taken to further the objects of the *Human Rights Act 2019*, which commenced on 1 January 2020.

In the reporting period, 1 July 2021 to 30 June 2022, BPEQ did not receive any human rights complaints (an alleged contravention of section 58(1) of the *Human Rights Act 2019* by a public entity in relation to an act or decision of the public entity).

The Board's Complaints Management Policy provides guidance on how BPEQ should manage complaints, including alleged human rights contraventions, against Board members and BPEQ staff.

Information security attestation

BPEQ has regard to Information Security Policy (IS18:2018) and complies with information security standards.

Open data and publication of information

As part of the Queensland Government's commitment to open government, BPEQ provides a dataset of RPEQs for access by the public. BPEQ also releases and publishes other information for stakeholders.

The full register of RPEQs (both past and present) is available for inspection at the BPEQ office. A directory of current RPEQs can be viewed online at www.bpeq.qld.gov.au.

BPEQ's website contains other information relevant to RPEQs, the public, industry and government. BPEQ also develops case notes and practice notes, as well as publishing news updates on the BPEQ website.

Access to documents

Facilities for examining documents and obtaining copies are available from the BPEQ office at Level 6, 288 Edward Street, Brisbane, Queensland.

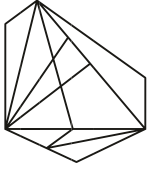
The register of RPEQs is open for inspection, free of charge, at the BPEQ office by members of the public during ordinary office hours. A person may obtain a copy of the register, or a part of it, on payment of the prescribed fee under the *Professional Engineers Regulation 2019* of \$43.45 plus \$2.60 for each page.

Various documents are also made available online.

Categories of documents

BPEQ maintains the following categories of documents

- personal registration files of natural persons
- files on formerly registered professional engineering companies
- files on formerly registered professional engineering units
- register of RPEQs
- minutes of board meetings



- files on the case management of complaints
- files on the case management of investigations
- files on the case management of prosecutions
- files on BPEQ activities
- general files
- policies of the BPEQ.

Information systems and recordkeeping

In accordance with the *Public Records Act 2002*, BPEQ uses record keeping best practices to identify, capture and maintain complete and accurate records which are retained in an accessible and useable format that preserves the evidential integrity of those records for as long as they are required.

Privacy and right to information

BPEQ is subject to the *Information Privacy Act 2009* and the *Right to Information Act 2009*. These Acts set out how Queensland Government agencies should collect, store, use and disclose personal information and how individuals can access and apply to amend documents containing their personal information.

The Registrar is the contact person for Right to Information matters and is available to assist applicants seeking information from BPEQ.

Applications can be addressed to:

The Registrar

Board of Professional Engineers of Queensland
GPO Box 5216
BRISBANE QLD 4000

Or delivered in person to:

Level 6, 288 Edward Street
BRISBANE QLD 4000

Ethics and Code of conduct

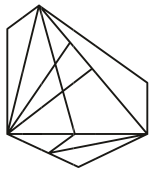
BPEQ, both Board members and staff, are expected to maintain the highest standards of conduct, integrity and accountability, reflecting the principles and values underlying good administration as expected by the public.

BPEQ staff employed under the PSA are bound by the *Public Sector Ethics Act 1994* and follow the Queensland Public Service Code of Conduct.

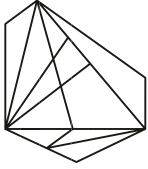
Consultancies

BPEQ engaged the following consultancies during financial year 2021-22:

Consultant	Service provided	Fees
Alex Correa Executive Pty Ltd	Recruitment services	\$ 74,723.12
Bendelta Pty Ltd	Strategy workshop facilitation	\$ 18,832.84
Brooksight Investigations	Investigation services	\$ 6,458.26



Callinan AC, Ian	Legal services	\$ 4,350.00
Clayton UTZ	Legal services	\$ 14,090.01
Cooke, N. M.	Legal services	\$ 34,250.00
Corpvote Pty Ltd	Voting and election services	\$ 10,728.55
Epic Environmental Pty Ltd	Engineering services – investigation	\$ 12,615.00
Eric Fox Consulting Pty Ltd	Engineering services – investigation	\$ 19,987.50
Five by Five Online Pty Ltd	IT services	\$ 500.00
Gadens Lawyers	Legal services	\$ 24,710.27
Holding Redlich	Legal services	\$ 59,768.50
Horton QC, Jonathan	Legal services	\$ 69,000.00
HWL Ebsworth Lawyers	Legal services	\$ 44,322.50
Inertia Engineering Pty Ltd	Engineering services – investigation	\$ 6,075.00
KPS & Associates Pty Ltd	Training services	\$ 1,250.00
MBA Consulting Engineers	Engineering services – investigation	\$ 16,161.00
McEniery, Ben	Legal services	\$ 4,650.00
McInnes Wilson Lawyers	Legal services	\$ 96,647.77
McMillan, Ben	Legal services	\$ 8,775.00
Mercer Consulting (Australia) Pty Ltd	Consulting services	\$ 2,700.00
Morgan Consulting Engineers	Engineering services – investigation	\$ 5,500.00
Norman Disney & Young	Engineering services – investigation	\$ 37,350.00
Pricewaterhouse Coopers	Accounting services	\$ 8,328.18
Proterra Group Pty Ltd	Engineering services – investigation	\$ 7,150.00
Pseudocode Pty Ltd	Consulting services	\$ 29,565.00
Q Workplace Solutions Pty Ltd	Workplace assessor	\$ 2,074.80
Qantumcorp	Investigation services	\$ 3,249.40
Scribfire Pty Ltd	Transcription services	\$ 1,623.60



Sparke Helmore Lawyers	Legal services	\$ 44,888.23
Stacey Agnew	Engineering services – investigation	\$ 7,400.00
Thirteen Digital	IT services	\$ 10,113.00
Wade Design Engineers Pty Ltd	Engineering services – investigation	\$ 13,520.00
Total		\$ 701,357.53

Overseas travel

BPEQ members and staff undertook no overseas travel during the 2021-22 financial year.

Internal audit

BPEQ adopts best practice financial and operational management across its functions. BPEQ's financial management and other operational systems are subject to multiple internal checks and balances to ensure financial and operational risks and issues are well managed.

BPEQ received no direction from the Minister to establish an internal audit function, nor did BPEQ consider it appropriate or necessary to do so due to the size of the organisation and BPEQ's resources.

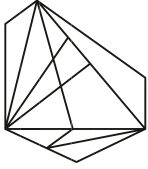
External audit

UHY Haines Norton were engaged by the Queensland Audit Office to undertake the external audit of BPEQ. The full audit was carried out during July and August 2022.

An interim report was issued by the Queensland Audit Office on 07 July 2022.

The audit certification of financial statements was provided by the Queensland Audit Office on 31 August 2022.

The independent auditor's report is contained in this Annual Report.



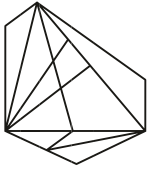
Financial Performance Summary

The PE Act requires all costs associated with the regulation of engineers as RPEQs, including BPEQ's costs of administration of the PE Act, to be met through revenue from the fees paid by registrants under the PE Act.

The full year practising registration fees for 2021-22 were set at \$306.25.

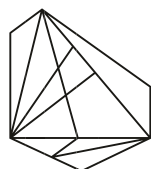
Major areas of expenditure and outgoings included managing complaints and investigations, wages and salaries, accommodation expenses and administration expenses.

BPEQ's full financial statements – opening balance as of 1 July 2021 and total revenue and expenditure in 12 months from 1 July 2021 to 30 June 2022 – are included in this Annual Report.



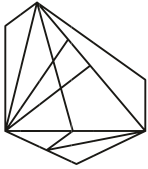
Glossary

AIRAH	Australian Institute of Refrigeration, Air Conditioning and Heating
AMR	Automatic Mutual Recognition
Assessment entity	An industry body that has been approved to provide an assessment scheme for the purpose of assessing engineer's qualifications and competencies
ATL	Accumulated time leave
AusIMM	Australasian Institute of Mining and Metallurgy
BPEQ	Board of Professional Engineers of Queensland (used to refer to the organisation as whole; 'The Board' is used when referring to decisions or actions of Board members)
CIBSE	Chartered Institution of Building Services Engineers
CPD	Continuing professional development
CRR	Continuing registration requirements
Department	Department of Energy and Public Works
EA	Engineers Australia
FTE	Full time equivalent
IChemE	Institution of Chemical Engineers
IStructE	Institution of Structural Engineers
IPWEAQ	Institute of Public Works Engineering Australasia (Queensland Division)
KPIs	Key Performance Indicators
Minister	Minister for Public Works and Procurement and Minister for Energy, Renewables and Hydrogen
MOU	Memorandum of Understanding
PA	Professionals Australia
PE Act	<i>Professional Engineers Act 2002</i>
PSA	<i>Public Service Act 2008</i>
QBCC	Queensland Building and Construction Commission
RINA	Royal Institute of Naval Architects (Australia)
RPEQ	Registered Professional Engineer of Queensland
TOIL	Time off in lieu



Compliance checklist

Summary of requirement		Basis for requirement	Annual report reference (page number)
Letter of compliance	A letter of compliance from the accountable officer or statutory body to the relevant Minister/s	ARRs – section 7	5
Accessibility	Table of contents	ARRs – section 9.1	3
	Glossary		38
	Public availability	ARRs – section 9.2	2
	Interpreter service statement	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	2
	Copyright notice	<i>Copyright Act 1968</i> ARRs – section 9.4	2
	Information licensing	<i>QGEA – Information licensing</i> ARRs – section 9.5	2
General information	Introductory Information	ARRs – section 10	6
Non-financial performance	Government’s objectives for the community and whole-of-government plans/specific initiatives	ARRs – section 11.1	13
	Agency objectives and performance indicators	ARRs – section 11.2	14
	Agency service areas and service standards	ARRs – section 11.3	12
Financial performance	Summary of financial performance	ARRs – section 12.1	37
Governance – management and structure	Organisational structure	ARRs – section 13.1	12
	Executive management	ARRs – section 13.2	10
	Government Bodies (statutory bodies and other entities)	ARRs – section 13.3	N/A
	Public Sector Ethics	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	34
	Human Rights	<i>Human Rights Act 2019</i> ARRs – section 13.5	33

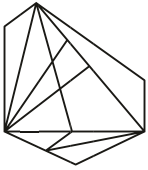


	Queensland Public Service Values	ARRs – section 13.6	N/A
Governance – risk management and accountability	Risk management	ARRs – section 14.1	18
	Audit committee	ARRs – section 14.2	18
	Internal audit	ARRs – section 14.3	36
	External scrutiny	ARRs – section 14.4	36
	Information systems and recordkeeping	ARRs – section 14.5	34
	Information security attestation	ARRs – section 14.6	33
Governance – human resources	Strategic workforce planning and performance	ARRs – section 15.1	32
	Early retirement, redundancy and retrenchment	Directive No.04/18 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2	32
Open Data	Statement advising publication of information	ARRs – section 16	33
	Consultancies	ARRs – section 31.1	34
	Overseas travel	ARRs – section 31.2	36
	Queensland Language Services Policy	ARRs – section 31.3	2
Financial statements	Certification of financial statements	FAA – section 62 FPMS – sections 38, 39 and 46 ARRs – section 17.1	64
	Independent Auditor's Report	FAA – section 62 FPMS – section 46 ARRs – section 17.2	65

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2019*

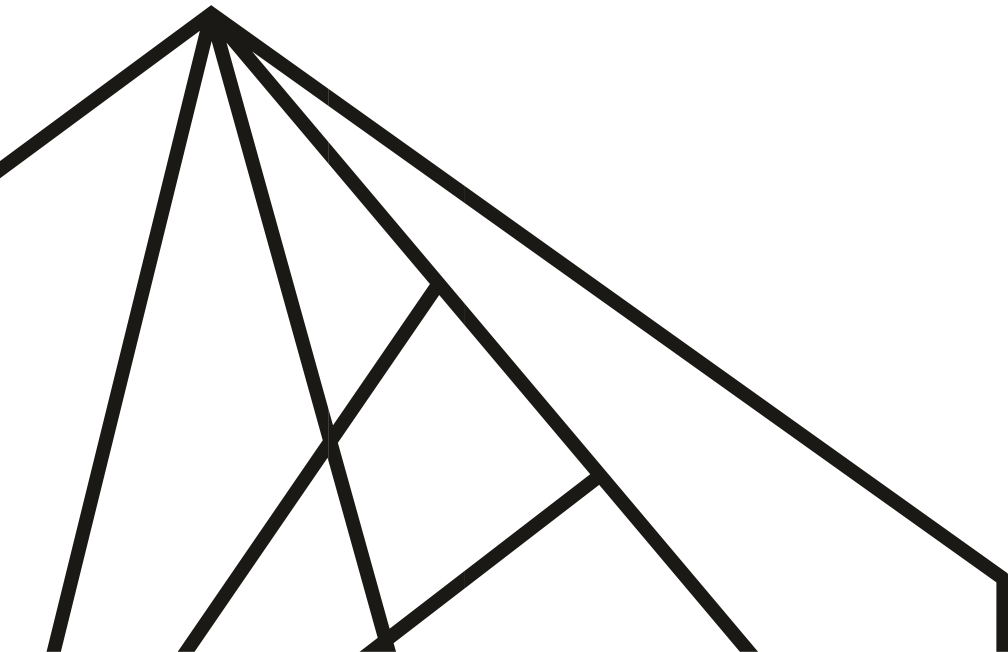
ARRs *Annual report requirements for Queensland Government agencies*



BOARD OF
**PROFESSIONAL
ENGINEERS**
OF QUEENSLAND

Financial Statements

for the reporting period ended 30 June 2022



**Board of Professional
Engineers of Queensland
Financial statements
30 June 2022**

Board of Professional Engineers of Queensland

Financial statements - 30 June 2022

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These financial statements cover the Board of Professional Engineers of Queensland (the Board).

The Board of Professional Engineers of Queensland is a Queensland Government Statutory Body established under the *Professional Engineers Act 2002*.

The head office and principal place of business of the Board is:
Level 6, 288 Edward Street
Brisbane QLD 4000

A description of the nature of the Board's operations and its principal activities is included in the notes to the financial statements.

Board of Professional Engineers of Queensland
Statement of comprehensive income
For the year ended 30 June 2022

	Notes	2022 \$	2021 \$
Income			
Fees and other receipts	3	4,371,477	4,080,755
Interest revenue	4	43,869	49,794
Total income		4,415,346	4,130,549
Expenses			
Administrative expenses	5	(1,036,335)	(849,100)
Employee expenses	6	(2,066,363)	(1,971,804)
Investigation and legal expenses		(586,829)	(622,834)
Depreciation		(310,497)	(254,406)
Finance costs		(22,470)	(6,111)
		(4,022,494)	(3,704,255)
Operating result		392,852	426,294
Other comprehensive income		-	-
Total comprehensive income		392,852	426,294

The above statement of comprehensive income should be read in conjunction with the accompanying notes.

Board of Professional Engineers of Queensland
Statement of financial position
As at 30 June 2022

	Notes	2022 \$	2021 \$
ASSETS			
Current assets			
Cash and cash equivalents	7	8,515,317	7,817,522
Receivables	8	202,035	52,261
Prepayments	9	47,733	40,068
Total current assets		8,765,085	7,909,851
Non-current assets			
Property, plant and equipment	10	-	68,735
Right-of-use assets	11	1,466,797	684,543
Total non-current assets		1,466,797	753,278
Total assets		10,231,882	8,663,129
LIABILITIES			
Current liabilities			
Payables	12	65,035	107,947
Contract liabilities	13	4,008,528	3,726,860
Lease liabilities	11	288,128	160,334
Accrued expenses	14	18,108	16,585
Provision for employee benefits	15	140,053	82,420
Provision for legal expenses		20,000	20,000
Total current liabilities		4,539,852	4,114,146
Non-current liabilities			
Lease liabilities	11	1,198,342	485,605
Provision for employee benefits	15	55,562	18,104
Total non-current liabilities		1,253,904	503,709
Total liabilities		5,793,756	4,617,855
Net assets		4,438,126	4,045,274
EQUITY			
Accumulated surplus		4,438,126	4,045,274
Total equity		4,438,126	4,045,274

The above statement of financial position should be read in conjunction with the accompanying notes.

**Board of Professional Engineers of Queensland
Statement of changes in equity
For the year ended 30 June 2022**

	Accumulated surplus \$
Balance at 1 July 2020	<u>3,618,980</u>
Operating result	426,294
Other comprehensive income	-
Total comprehensive income for the year	<u>426,294</u>
Balance at 30 June 2021	<u>4,045,274</u>
Balance at 1 July 2021	<u>4,045,274</u>
Operating result	392,852
Other comprehensive income	-
Total comprehensive income for the year	<u>392,852</u>
Balance at 30 June 2022	<u>4,438,126</u>

The above statement of changes in equity should be read in conjunction with the accompanying notes.

Board of Professional Engineers of Queensland
Statement of cash flows
For the year ended 30 June 2022

	2022	2021
Notes	\$	\$
Cash flows from operating activities		
Inflows:		
Fees and other receipts	4,634,287	4,321,006
Penalties and costs	16,285	51,793
Interest revenue	43,869	49,794
GST input tax credit from ATO	191,935	162,950
GST collected from customers	992	136
Outflows:		
Employee expenses	(1,969,749)	(2,074,263)
Board member expenses	(102,931)	(71,201)
Administrative expenses	(1,098,663)	(737,027)
Investigations and legal expenses	(586,829)	(622,834)
Interest elements of lease payments	(22,470)	(6,111)
GST paid to suppliers	(200,497)	(166,265)
GST remitted to ATO	(992)	(136)
Net cash provided by operating activities	905,237	907,842
Net cash provided by/(used in) from investing activities	-	-
Cash flows from financing activities		
Principal elements of lease payments	(207,442)	(162,275)
Net cash used in financing activities	(207,442)	(162,275)
Net increase in cash and cash equivalents		
Cash and cash equivalents at the beginning of the financial year	7,817,522	7,071,955
Cash and cash equivalents at end of the financial year	7 8,515,317	7,817,522

The above statement of cash flows should be read in conjunction with the accompanying notes.

Contents of the notes to the financial statements

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1 Summary of significant accounting policies

This note provides a list of the significant accounting policies adopted in the preparation of these financial statements. These policies have been consistently applied to all the years presented, unless otherwise stated. The financial statements are for the Board of Professional Engineers of Queensland as an individual entity.

The objectives of the Board of Professional Engineers of Queensland are to protect the public by ensuring professional engineering services are provided by a registered professional engineer in a professional and competent way, to maintain public confidence in the standard of services provided by registered professional engineers, and to uphold the standards of practice of registered professional engineers.

(a) Statement of compliance

The Board of Professional Engineers of Queensland has prepared these financial statements in compliance with section 39 of the *Financial and Performance Management Standard 2019* and *Financial Accountability Act 2009*.

These financial statements are general purpose financial statements, and have been prepared on an accrual basis in accordance with the requirements of the Australian Accounting Standards - Simplified Disclosures Requirements and Interpretations applicable to not-for-profit entities. In addition, the financial statements comply with Queensland Treasury's Minimum Reporting Requirements for the year ending 30 June 2022, and other authoritative pronouncements.

With respect to compliance with Australian Accounting Standards and Interpretations, the Board of Professional Engineers of Queensland has applied those requirements applicable to not-for-profit entities, as the Board is a not-for-profit Statutory Body. Except where stated, the historical cost convention is used.

(i) New and amended standard adopted by the Board

The Board applies Australian Accounting Standards and Interpretations in accordance with their respective commencement date.

The Board has applied the following standard and amendment for the first time in their annual reporting period commencing 1 July 2021:

- AASB 1060 *General Purpose Financial Statements - Simplified Disclosures* for For-Profit and Not-for-Profit Tier 2 Entities.

The amendment listed above did not have any impact on the amounts recognised in prior years and are not expected to significantly affect the current or future years.

These are the Board's first general purpose financial statements prepared in accordance with AASB 1060. The Board has provided comparative information for those disclosures that it had not previously made in the notes of its general purpose financial statements prepared in accordance with Australian Accounting Standards - Reduced Disclosure Requirements.

(b) The reporting entity

The financial report covers the Board of Professional Engineers of Queensland as an individual entity.

(c) Revenue recognition

Revenue is recognised in terms of AASB15 *Revenue from Contracts with Customers*. The Board has identified its performance obligations in its contracts with customers and recognises revenue as or when the performance obligations are satisfied.

Renewal fees, registration fees and restoration fees are levied in accordance with *Professional Engineers Regulation 2019*. Under this legislation, the registration period finishes at 30 June each year. Registrants who do not renew their registration are removed from the Board's register.

1 Summary of significant accounting policies (continued)

(c) Revenue recognition (continued)

Further details on revenue recognition for each income stream are set out below.

Application fees

Application fees are non-refundable upfront fees. These are recognised as revenue in the year in which the registration fee is first recognised, being the period in which the performance of obligations of the Board in respect of the fees have been satisfied.

Registration fees

Registration fees are recognised when received, being when the performance obligations of the Board in respect of the fees have been satisfied.

Renewal fees

Renewal fees are paid by members for the continuing right to be accredited by the Board of Professional Engineers of Queensland. These are levied annually in advance and are recognised as a contract liability at year end. The renewal fees are then recognised as revenue progressively over the renewal period in line with satisfaction of the performance obligations of the Board.

Restoration and processing fees

Restoration and processing fees are recognised when received, being when the performance obligations of the Board in respect of fees have been satisfied.

Penalties and costs

Penalties and Costs recognised upon receipt from The State Penalties Enforcement Registry.

Interest revenue

Interest Revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

Other revenue

Other revenue including cost recoveries received in the year are recognised upon receipt.

(d) Contract liabilities

Contract liabilities arise from contracts with customers (registered engineers) whereby the Board has received consideration from the customer but still has an obligation to perform a service.

Application fees, annual renewal fees, registration fees and restoration fees received during April, May and June 2022 for the registration year commencing 1 July 2022 are recognised as contract liabilities in 2022.

(e) Cash and cash equivalents

For financial reporting purposes, cash includes all cash at bank, on hand and deposits at call with financial institutions.

(f) Receivables

Receivables are recognised at the amount due at the time of sale or service delivery. The collectability of receivables is assessed periodically with an allowance being made for impairment. No debts were written off this financial year.

(g) Property, plant and equipment

All items of property, plant and equipment with a cost or other value in excess of \$5,000 are recognised for financial reporting purposes in the year of acquisition. Items with a lesser value are expensed in the year of acquisition.

1 Summary of significant accounting policies (continued)

(g) Property, plant and equipment (continued)

Cost is used for the initial recording of all non-current asset acquisitions. Cost is determined as the value given as consideration plus costs incidental to the acquisition, including all other costs incurred in getting the assets ready for use.

Depreciation of property, plant and equipment

Property, plant and equipment has been recorded in the financial report at cost less accumulated depreciation. Depreciation on all plant and equipment has been calculated on a straight-line basis so as to allocate the cost of each asset progressively over its estimated useful life to the Board. For each class of depreciable asset the following depreciation rates are used:

- Leasehold improvements 20% - 25%

(h) Leases

Leases are recognised as a right-of-use asset and a corresponding liability at the date at which the leased asset is available for use by the Board.

The Board has elected not to recognise right-of-use assets and lease liabilities arising from short-term leases and leases of low value assets. An asset is considered low value where it is expected to cost less than \$10,000 when new. Payments associated with short-term leases of equipment and vehicles and all leases of low-value assets are recognised on a straight-line basis as an expense in profit or loss. Short-term leases are leases with a lease term of 12 months or less. Low-value assets comprise IT equipment and small items of office furniture.

The Board leases office spaces and IT equipment. Rental contracts are typically made for fixed periods of 12 months to 4 years, but may have extension options as described below.

Contracts may contain both lease and non-lease components. The Board allocates the consideration in the contract to the lease and non-lease components based on their relative stand-alone prices. However, for leases of real estate for which the Board is a lessee, it has elected not to separate lease and non-lease components and instead accounts for these as a single lease component.

Lease terms are negotiated on an individual basis and contain a wide range of different terms and conditions. The lease agreements do not impose any covenants other than the security interests in the leased assets that are held by the lessor. Leased assets may not be used as security for borrowing purposes.

Assets and liabilities arising from a lease are initially measured on a present value basis. Lease liabilities include the net present value of the following lease payments:

- fixed payments (including in-substance fixed payments), less any lease incentives receivable,
- variable lease payments that are based on an index or a rate, initially measured using the index or rate as at the commencement date,
- amounts expected to be payable by the Board under residual value guarantees,

Lease payments to be made under reasonably certain extension options are also included in the measurement of the liability.

The lease payments are discounted using the interest rate implicit in the lease. If that rate cannot be readily determined, which is generally the case for leases in the Board, the lessee's incremental borrowing rate is used, being the rate that the individual lessee would have to pay to borrow the funds necessary to obtain an asset of similar value to the right-of-use asset in a similar economic environment with similar terms, security and conditions.

The incremental borrowing rate used is the fixed rate loan rate published by the Queensland Treasury Corporation that correspond to the lease's commencement date and lease term.

1 Summary of significant accounting policies (continued)

(h) Leases (continued)

The Board is exposed to potential future increases in variable lease payments based on an index or rate, which are not included in the lease liability until they take effect. When adjustments to lease payments based on an index or rate take effect, the lease liability is reassessed and adjusted against the right-of-use asset.

Lease payments are allocated between principal and finance cost. The finance cost is charged to profit or loss over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability for each period.

Right-of-use assets are measured at cost comprising the following:

- the amount of the initial measurement of lease liability,
- any lease payments made at or before the commencement date less any lease incentives received,
- any initial direct costs, and
- restoration costs.

Right-of-use assets are generally depreciated over the shorter of the asset's useful life and the lease term on a straight-line basis. If the Board is reasonably certain to exercise a purchase option, the right-of-use asset is depreciated over the underlying asset's useful life.

(i) Payables

Trade creditors are recognised upon receipt of the goods and services ordered at the agreed purchase price. The amounts are non-interest bearing and are normally paid within the terms stated on the creditor's invoice.

(j) Financial instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised in the statement of financial position when the Board becomes party to the contractual provisions of the financial instrument.

Classification and subsequent measurement

Financial instruments are classified and measured as follows:

- Cash and cash equivalents - held at cost
- Receivables - held at amortised cost
- Payables - held at amortised cost

The Board does not enter into transactions for speculative purposes, nor for hedging. The Board holds no financial assets classified at fair value through profit and loss.

(k) Employee benefits

Employer superannuation contributions, annual leave and long service leave are regarded as employee benefits. Payroll tax and workers' compensation insurance are a consequence of employing employees, but are not counted in an employee's total remuneration package. They are not employee benefits.

Annual leave and long service leave

Provision is made for the Board's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee benefits payable later than one year have been measured at the present value of the estimated cash outflows to be made for those benefits. In determining the liability, consideration is given to the employee wage increases and the probability that the employees may not satisfy vesting requirements. Those cash flows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of the cash flows.

1 Summary of significant accounting policies (continued)

(k) Employee benefits (continued)

Annual leave and long service leave (continued)

Provision for employee benefits represents amounts accrued for annual leave and long service leave. The current portion for this provision includes the total amount accrued for annual leave entitlements and the amounts accrued for long service leave entitlements that have vested due to employees having completed the required period of service. Based on past experience, the Board does not expect the full amount of annual leave or long service leave balances classified as current liabilities to be settled within the next 12 months. However, these amounts must be classified as current liabilities since the Board does not have an unconditional right to defer the settlement of these amounts for at least 12 months after the end of the reporting period. The non-current portion for this provision includes amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service.

Wages, salaries and sick leave

Wages and salaries due but unpaid at reporting date are recognised in the statement of financial position at the current salary rates.

The Registrar and Administration Officer are employed by the Board on a full-time basis. The Senior Finance Officer is employed by the Board on a permanent part-time basis. All three positions are paid by the Department of Energy and Public Works therefore all benefits specific to these positions are recognised in the Department of Energy and Public Works' financial statements, with all expenses being reimbursed by the Board on a monthly basis. Twenty staff members are employed directly with the Board and all benefits specific to these positions have been included in the respective account balances.

As sick leave is non-vesting, an expense is recognised for this leave as it is taken.

Superannuation

Employer superannuation contributions are paid to QSuper, the superannuation scheme for Queensland Government employees, at rates determined by the Treasurer on the advice of the State Actuary. Contributions are expensed in the period in which they are paid or payable. The Board's obligation is limited to its contribution to QSuper. The Board's obligation is limited to its contribution to each of the funds.

The QSuper scheme has defined benefit and defined contribution categories. The liability for defined benefits is held on a whole-of-Government basis and reported in those financial statements prepared pursuant to AASB 1049 *Whole of Government and General Government Sector Financial Reporting*.

Key management personnel and remuneration

Key management personnel and remuneration disclosures are made in accordance with section 3c of the Financial Reporting Requirements for Queensland Government Agencies issued by Queensland Treasury. Refer to note 6 for the disclosures on key management personnel and remuneration.

(l) Prepayments and insurance

Professional insurance and insurance for Board members and officers is paid annually in advance in April each year. The prepaid component is recorded as a current asset. Postage is also prepaid and the credit remaining from postage unspent is recorded as a current asset.

(m) Taxation

The Board is a State Body as defined under the *Income Tax Assessment Act 1936* and is exempt from Commonwealth taxation with the exception of the Fringe Benefits Tax (FBT) and Goods and Services Tax (GST).

The Board's income from fees is exempt from GST in accordance with Division 81 Written Determination. Input tax credits receivable from, and GST payable on income from sources other than fees to the Australian Tax Office are recognised. The net GST amounts are included with other receivables and payables in the statement of financial position.

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australia Taxation Office (ATO).

1 Summary of significant accounting policies (continued)

(m) Taxation (continued)

Receivables and payables are stated inclusive of the amount of GST receivable or payable.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(n) Presentation matters

Current / non-current classification - Assets are classified as 'current' where their carrying amount is expected to be realised within 12 months after the reporting date. Liabilities are classified as 'current' when they are due to be settled within 12 months after the reporting date, or the board does not have an unconditional right to defer settlement to beyond 12 months after the reporting date. All other assets and liabilities are classified as non-current.

2 Critical accounting estimates and judgements

The Board evaluates estimates and judgments incorporated into the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the entity.

Key estimates

(a) Lease term

The lease term is a significant component in the measurement of both the right-of-use asset and lease liability. Judgement is exercised in determining whether there is reasonable certainty that an option to extend the lease or purchase the underlying asset will be exercised, or an option to terminate the lease will not be exercised, when ascertaining the periods to be included in the lease term. In determining the lease term, all facts and circumstances that create an economical incentive to exercise an extension option, or not to exercise a termination option, are considered at the lease commencement date. Factors considered may include the importance of the asset to the Board's operations; comparison of terms and conditions to prevailing market rates; incurrence of significant penalties; existence of significant leasehold improvements; and the costs and disruption to replace the asset. The Board reassesses whether it is reasonably certain to exercise an extension option, or not exercise a termination option, if there is a significant event or significant change in circumstances.

(b) Impairment

In assessing impairment, management estimates the recoverable amount of each asset based on expected future cash flows and uses an interest rate to discount them. Estimation uncertainty relates to assumptions about future operating results and the determination of a suitable discount rate.

The Board reviews receivables for legal costs and penalties awarded on a case by case basis. Where there is significant doubt on the recoverability of a receivable for legal costs and penalties, the Board reviews historic receipts to form an opinion on the likelihood of recoverability.

Where an asset's carrying value exceeds its recoverable amount, an impairment loss is recorded.

No additional receivables have been recognised for recovery of legal costs during 2021-22 due to doubts of recoverability. Refer to note 16 for details of contingent assets relating to legal cases.

3 Fees and other receipts

	2022 \$	2021 \$
Application fees	123,331	136,323
Registration fees	337,646	371,676
Renewal fees	3,676,378	3,403,923
Restoration and processing fees	217,837	117,040
Penalties and costs	16,285	51,793
Total	4,371,477	4,080,755

4 Interest revenue

	2022 \$	2021 \$
Cheque account	1,623	1,395
Cash management	42,246	48,399
Total	43,869	49,794

5 Administrative expenses

	2022 \$	2021 \$
Accounting and Audit fees*	15,308	11,900
Advertising	160,467	140,072
Bank charges	49,555	54,574
CPD Audit fees	24,911	34,772
Members expenses	102,931	71,201
Rent/Electricity/Car parking	40,154	9,860
Office maintenance	12,556	6,136
Telephone	11,804	5,033
Printing and stationery	15,347	22,691
Postage and couriers	27,403	34,885
Insurance	19,296	21,935
Travel	32,576	33,157
Subscriptions	55,978	9,286
Office systems (includes computer maintenance)	285,565	288,726
Organisation review	23,608	-
Other	158,876	104,872
Total	1,036,335	849,100

*Total audit fees quoted by the Queensland Audit Office relating to the 2021-22 financial statements are \$8,450 (2021: \$8,300). There are no non-audit services included in this amount.

6 Employee expenses

	2022	2021
	\$	\$
Salaries and wages	1,875,890	1,764,073
Superannuation	190,473	207,731
Total	2,066,363	1,971,804

	2022	2021
Number of employees as at 30 June including both full-time employees and part-time employees measured on a full-time equivalent basis	21	20
Number of Board members during the year	8	8

The following persons were Board members of the Board of Professional Engineers of Queensland during the whole of the financial year and up to the date of this report, unless otherwise stated:

Ms Evelyn Storey
Ms Suzy Cairney
Prof Maureen Hassall
Ms Yvonne Pengilly
Ms Suzanne Burrow
Mr Christopher Edwards
Mr Andrew Seccombe

Key Management Personnel

The following details for key management personnel include those positions that had authority and responsibility for planning, directing and controlling the activities of the Board during 2021-22.

Position	Responsibilities	Current incumbents
		Contract classification and appointment authority
Chairperson of the Board	The Chairperson of the Board responsible for the strategic leadership, guidance and effective oversight of the management of the foundation, including its operational and financial performance.	Governor in Council
Registrar	The Registrar is responsible for the management of the business of the Board	S01 Public Service Act 1996
Board Member	Responsible for the strategic guidance and effective management, operational and financial performance of the business	Governor in Council

6 Employee expenses (continued)

Key Management Personnel (continued)

Executive Remuneration 1 July 2021 - 30 June 2022

Position	Short Term Employee Benefits		Long term Employee Benefits	Post Employment Benefits	Termination Benefits	Total Remuneration
	Monetary expenses	Non-Monetary Benefits				
Andrew Seccombe - Chair	4,875	-	-	492	-	5,367
Kylie Mercer - Registrar (to 31 October 2021)	49,395	-	1,121	4,731	-	55,247
Amanda Allen - Acting Registrar (from 15 December 2021)	61,463	700	1,252	5,673	-	69,088
Evelyn Story - Member	3,500	-	-	446	-	3,946
Suzy Cairney - Member	3,500	-	-	446	-	3,946
Maureen Hassall - Member	3,500	-	-	446	-	3,946
Yvonne Pengilly - Member	-	-	-	-	-	-
Suzanne Burow - Member	3,500	-	-	446	-	3,946
Christopher Edwards - Member	3,500	-	-	446	-	3,946
Total Remuneration	133,233	700	2,373	13,126	-	149,432

* The Registrar is employed by the Board on a full-time basis. The position is paid by the Department of Energy and Public Works with all expenses being reimbursed by the Board on a quarterly basis.

** The Board member Yvonne Pengilly is not remunerated as she is already employed within another entity by the Queensland Government.

6 Employee expenses (continued)

Key Management Personnel (continued)

Executive Remuneration 1 July 2020 - 30 June 2021

Position	Short Term Employee Benefits		Long term Employee Benefits	Post Employment Benefits	Termination Benefits	Total Remuneration
	Monetary expenses	Non-Monetary Benefits				
Dawson Wilkie - Chair (to 30 April 2021)	3,750	-	-	-	-	3,750
Andrew Seccombe - Chair (1 May to June 2021)	750	-	-	71	-	821
Kylie Mercer - Registrar (from 1 Sep 2020)	110,458	-	2,561	15,243	-	128,262
Amanda Allen - Acting Registrar (to 31 August 2020)	23,655	-	546	2,895	-	27,096
Evelyn Story - Member	3,500	-	-	361	-	3,861
Suzy Cairney - Member	3,500	-	-	361	-	3,861
Maureen Hassall - Member	3,500	-	-	361	-	3,861
Yvonne Pengilly - Member	-	-	-	-	-	-
Suzanne Burow - Member	3,500	-	-	361	-	3,861
Christopher Edwards - Member	3,500	-	-	361	-	3,861
Total Remuneration	156,113	-	3,107	20,014	-	179,234

* The Registrar is employed by the Board on a full-time basis. The position is paid by the Department of Energy and Public Works with all expenses being reimbursed by the Board on a quarterly basis.

** The Board member Yvonne Pengilly is not remunerated as she is already employed within another entity by the Queensland Government.

No Key Management Personnel remuneration packages provide for performance or bonus payments.

Short term employee expenses which include:

Salaries, allowances and leave entitlements earned and expenses for the entire year or for that part of the year during which the employee occupied the specified position.

Long term employee expenses include amounts expensed in respect of long service leave entitlements earned.

Post-employment expenses - mainly superannuation contributions; and

Termination benefits - include payments in lieu of notice on termination and other lump sum separation entitlements (excluding annual and long service leave entitlements) payable on termination of employment or acceptance of an offer of termination of employment. The disclosures above focus on the expenses incurred by the Board during the respective reporting periods that is attributable to key management positions. Therefore, the amounts disclosed reflect expenses recognised in the statement of comprehensive income.

7 Current assets - Cash and cash equivalents

	2022 \$	2021 \$
Cash at bank	316,668	48,780
QTC Investment Account	8,198,649	7,768,742
	<u>8,515,317</u>	<u>7,817,522</u>

8 Current assets - Receivables

	2022 \$	2021 \$
Trade receivables	-	2,486
GST receivable	58,337	49,775
PAYG withholding tax receivable	138,639	-
Other receivables	5,059	-
	<u>202,035</u>	<u>52,261</u>

The PAYG withholding (PAYGW) tax receivable balance arose during the current financial year due to duplication of payments to the Australian Taxation Office (ATO) in error relating to the PAYGW withheld from employees' payroll payments. The error arose due to payment by both the Board and the external payroll provider. The balance is recoverable from the ATO.

9 Current assets - Prepayments

	2022 \$	2021 \$
Insurance prepayment	16,178	11,085
Other prepayment	31,555	28,983
	<u>47,733</u>	<u>40,068</u>

10 Non-current assets - Property, plant and equipment

	Leasehold improvements \$
At 30 June 2021	
Cost	437,597
Accumulated depreciation	(368,862)
Net book amount	68,735
Year ended 30 June 2022	
Opening net book amount	68,735
Depreciation charge	(68,735)
Closing net book amount	-
At 30 June 2022	
Cost	-
Accumulated depreciation	-
Net book amount	-

The Board has fully written down the lease improvements balance during the year on relocating to the new premises.

11 Leases

The statement of financial position shows the following amounts relating to leases:

	2022 \$	2021 \$
Office space	1,416,655	620,075
IT equipment	50,142	64,468
	1,466,797	684,543

Movements schedule

	2022 \$	2021 \$
Right-of-use assets		
Carrying amount at 1 July	684,543	311,325
Additions	1,545,442	515,381
Other adjustments*	(521,426)	-
Depreciation	(241,762)	(142,163)
Carrying amount at 30 June	1,466,797	684,543

*The adjustments relate to the remeasuring the lease liability for the previous premises which had included in the lease term, the expectation of exercising the option period. Upon not exercising the option period, the lease liability is remeasured and the right-of-use assets adjusted accordingly.

The Board has leases for the main office and some IT equipment. With the exception of short-term leases and leases of low-value underlying assets, each lease is reflected on the statement of financial position as a right-of-use asset and a lease liability. The Board classifies its right-of-use assets in a consistent manner to its property, plant and equipment (see note 10). The office space lease is for the business and with a 5 (2021: 4.5) year term, with rent payable monthly in advance. Minimum lease repayments may be increased by 3% (2021: 4.5%) per annum. There is no option exist to renew the lease at the end of the term on 1 February 2027.

11 Leases (continued)

Each lease generally imposes a restriction that, unless there is a contractual right for the Board to sublet the asset to another party, the right-of-use asset can only be used by the Board. Leases are either non-cancellable or may only be cancelled by incurring a substantive termination fee.

	2022	2021
	\$	\$
Lease liabilities		
Current	288,128	160,334
Non-current	1,198,342	485,605
	1,486,470	645,939

Future lease payments in relation to lease liabilities as at year end are as follows:

	2022	2021
	\$	\$
Within one year	324,542	168,581
Later than one year but not later than five years	1,259,473	495,731
Less: effect of discounting	(97,545)	(18,373)
	1,486,470	645,939

Amount recognised in the statement of comprehensive income:

	2022	2021
	\$	\$
Interest expense (included in finance cost)	22,470	6,111

12 Current liabilities - Payables

	2022	2021
	\$	\$
Trade payables	52,356	101,983
Other payables	12,679	5,964
	65,035	107,947

13 Current liabilities - Contract liabilities

	2022	2021
	\$	\$
Renewal fees (unearned revenue)	4,008,528	3,726,860

14 Current liabilities - Accrued expenses

	2022 \$	2021 \$
Accrued wages	18,108	16,585

15 Provision for employee benefits

	2022			2021		
	Current \$	Non- current \$	Total \$	Current \$	Non- current \$	Total \$
Annual leave	140,053	-	140,053	82,420	-	82,420
Long service leave	-	55,562	55,562	-	18,104	18,104
	140,053	55,562	195,615	82,420	18,104	100,524

16 Contingencies

(a) Contingent liabilities

As at 30 June 2022 there were no contingent liabilities (2021: \$nil).

(b) Contingent assets

All successful legal cases in both the current and prior financial periods have been reviewed by the Board, taking into account member circumstances, debtor age, amount received and the consistency of payments. The Board has not recognised any amounts in the financial statements or made disclosure as the inflow of economic benefits are less than probable.

17 Commitment for expenditure

The Board had no capital commitments of a material nature at 30 June 2022 (2021: \$nil).

18 Related party transactions

There were no related party transactions during the financial year ended 30 June 2022 and 30 June 2021.

19 Events occurring after the reporting period

There are no events occurring after the balance date that materially affect the financial statements at 30 June 2022.

20 Financial Instruments

Categorisation of Financial Instruments

The Board's financial instruments consist mainly of deposits with financial institutions, receivables and payables.

The totals for each category of financial instrument, measured in accordance with AASB 9 *Financial Instruments* as detailed in the accounting policies to these financial statements, are as follows:

	2022	2021
	\$	\$
Category		
Financial assets		
Financial assets measured at amortised cost		
Cash and cash equivalents	8,515,317	7,817,522
Receivables*	5,059	52,261
Total	8,520,376	7,869,783
Financial liabilities		
Financial liabilities measured at amortised cost		
Payables	65,035	107,947
Lease liabilities	1,486,470	645,939
Total	1,551,505	753,886

* Receivables that are not financial instruments (statutory obligation to Australian Taxation Office) are not included.

**Board of Professional Engineers of Queensland
Management certificate
30 June 2022**

These general purpose financial statements have been prepared pursuant to section 62(1)(a) of the *Financial Accountability Act 2009* (the Act), section 39 of the *Financial and Performance Management Standard 2019* and other prescribed requirements.

In accordance with section 62(1)(b) of the Act we certify that in our opinion:

- (a) The prescribed requirements for establishing and keeping the accounts have been complied with in all material respects; and
- (b) The statements have been drawn up to present a true and fair view, in accordance with prescribed accounting standards, of the transactions of the Board of Professional Engineers of Queensland for the financial year ended 30 June 2022 and of the financial position of the Board at the end of that year.

We acknowledge responsibility under s.7 and s.11 of the *Financial and Performance Management Standard 2019* for the establishment and maintenance, in all material respects, of an appropriate and effective system of internal controls and risk management processes with respect to financial reporting throughout the reporting period.



Andrew Seccombe

BEng (Civil Engineering), MEng (Structural),
AusIMM CP (Geotech), RPEQ

Chairperson



Timea Steptoe

Registrar
Board of Professional Engineers of Queensland

31 August 2022

INDEPENDENT AUDITOR'S REPORT

To the Board of the Board of Professional Engineers of Queensland

Report on the audit of the financial report

Opinion

I have audited the accompanying financial report of the Board of Professional Engineers of Queensland.

In my opinion, the financial report:

- a) gives a true and fair view of the entity's financial position as at 30 June 2022, and its financial performance and cash flows for the year then ended
- b) complies with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019 and Australian Accounting Standards – Simplified Disclosures.

The financial report comprises the statement of financial position as at 30 June 2022, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including summaries of significant accounting policies and other explanatory information, and the management certificate.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General of Queensland Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report.

I am independent of the entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General of Queensland Auditing Standards*.

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

Responsibilities of the entity for the financial report

The Board is responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Financial Accountability Act 2009*, the Financial and Performance Management Standard 2019 and Australian Accounting Standards – Simplified Disclosures, and for such internal control as the Board determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The Board is also responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the entity or to otherwise cease operations.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the entity.
- Conclude on the appropriateness of the entity's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report on other legal and regulatory requirements

Statement

In accordance with s.40 of the *Auditor-General Act 2009*, for the year ended 30 June 2022:

- a) I received all the information and explanations I required.
- b) I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

Prescribed requirements scope

The prescribed requirements for the establishment and keeping of accounts are contained in the *Financial Accountability Act 2009*, any other Act and the Financial and Performance Management Standard 2019. The applicable requirements include those for keeping financial records that correctly record and explain the entity's transactions and account balances to enable the preparation of a true and fair financial report.



Carolyn Dougherty
as delegate of the Auditor-General

31 August 2022

Queensland Audit Office
Brisbane