



ANNUAL REPORT

JULY 2002-JUNE 2003

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2002-03 HIGHLIGHTS / YEAR IN BRIEF

REPORT FROM THE PRESIDENT

Over the last two decades the AES has played a significant role in promoting the development and use of good quality evaluation in Australasia. The Society is now also active in the international evaluation community and is contributing to the development of evaluation worldwide. From this there will be opportunities for us to exchange knowledge and ideas with other societies, associations and networks to promote and support the development of the profession internationally.

This year the Society has made significant progress in the priority areas identified at the beginning of the year. Some inspiring developments have taken place in the indigenous evaluation arena. This year's conference in Auckland has included in the program an Indigenous Wananga and Fono Pacifica. The AES has also supported an initiative to develop culturally appropriate guidelines for evaluation by a group of Maori and Hawaiian evaluators.

The Auckland Conference is the result of long hours of hard work by the organising committee under the effervescent leadership of Maggie Jacob-Hoff. The conference has created a stimulating and challenging atmosphere in which to discuss and debate current evaluation issues. It has also set the scene for the theme of the 2004 Adelaide conference: *Different Voices in Evaluation*.

The regions have continued to be where much of the Society's activities take place. It is the energy and enthusiasm of the Regional Representatives that keeps the regions active along with support from their committees and local members. It has been good to see that Tasmania and Northern Territory have both become more active again during the year with well attended meetings taking place in both regions.

Our intention to offer more regional training events has not been realised this year. However, those that have taken place have been very well attended. A list of workshop presenters has been compiled by the Chair of the Professional Development and Training Committee, Brian English and is available for regions.

The Secretariat in Canberra has continued to provide excellent support for the Society. Thanks to Judy Pearce and her team for their hard work over the year.

The *Evaluation Journal of Australasia* has gone from strength to strength this year. Thanks are due to the Co-editors Doug Fraser and Colin Sharp and also to Rick Cummings who joined the editorial team this year. Many thanks also to Anthea Rutter who retires from the Chair of the Publications Committee this year, and to all the authors who contributed articles.

The Board and Executive have continued to review procedures and develop policy guidelines. The Board manual has been updated and more material has been made available on the AES website.

The Society relies on the generous contributions of members to sustain it. Those who take on specific roles and responsibilities are required to contribute a significant portion of their time to AES activities. As a way of providing recognition for this, the status of Fellow of the AES (FAES) has been created by the Board. This is a way of giving recognition to those members who have made a significant and sustained contribution to the Society and the evaluation profession. This status will be conferred on six new Fellows this year at the annual awards ceremony in Auckland.

I am very grateful to all members of the Executive and Board for their enthusiasm and commitment to the work of conducting the Society's affairs. Also the Chairs of standing and *ad hoc* Committees deserve thanks for their efforts during the year.

The Society is in good financial shape and we have met our key business objectives for the past year. We are therefore ready to face the challenges of the year to come and the resulting developments and achievements.



Penny Hawkins
President

THE AUSTRALASIAN EVALUATION SOCIETY

The Australasian Evaluation Society is a professional organisation for people involved in evaluation. Evaluation is used in a range of professions. The AES has over 650 members involved in all aspects of evaluation and performance measurement. Members include evaluation practitioners, managers, teachers and students from all levels of government, educational institutions, research agencies, community organisations, businesses and interested individuals. Members meet regularly through Regional Groups in major cities in Australia and New Zealand.

A board of management provides overall governance, elected annually from the membership with representation from all regional groups. The AES is an Incorporated Association with its own constitution.

The AES is supported by a Secretariat based in Canberra.

AIMS

The Society aims to improve the theory, practice and use of evaluation through:

- establishing and promoting ethics and standards in evaluation practice
- providing a forum for the discussion of ideas including society publications, seminars and conferences
- linking members who have similar evaluation interests
- providing education and training in matters related to evaluation
- recognising outstanding contributions to the theory and/or practice of evaluation
- acting as an advocate for evaluation in Australasia, and
- other activities consistent with the aims.

MEMBERS' BENEFITS

- Recognition and support - belonging to the premier professional evaluation organisation in Australia and New Zealand, with a network of over 650 practitioners involved in all aspects of evaluation and performance measurement.
- Professional development - keeping up-to-date through publications, workshops and conferences.
- Networking - making contacts with colleagues in evaluation by joining in regional group meetings for training, networking and discussion of current issues.
- Publications - receive AES publications including the *Evaluation Journal of Australasia*, the annual Membership Directory, and the *Guidelines for the Ethical Conduct of Evaluations*.
- Awards - the opportunity to submit entries for the prestigious AES awards.
- International Evaluation Conferences - staying in touch with the latest trends and issues through the AES's International Evaluation Conferences.
- Learning from the experts - leading local and international evaluators are involved in our conferences and in special events in the regions.
- International links - being part of an international network of evaluation societies.

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Further details about AES Membership can be found on our Web site at www.aes.asn.au

A membership application form is included at the back of this Annual Report.

OUR VISION

To be acknowledged as the primary organisation in Australasia providing services to those involved in evaluation (whether as practitioners of evaluation, users and sponsors of evaluation, or educators and trainers of evaluators) through:

- being the leading source of information, advice, contacts and networks concerning evaluation theory, practice and use; and
- promoting evaluation and the interests of those involved in evaluation to the wider community.

OBJECTIVES

To be the major **authority** on, and principal advocate for, evaluation in the Society's sphere of influence

Evaluation **knowledge, skills, and values** are exchanged between practitioners, organisations and evaluation societies

Links between evaluation interests are established and used by practitioners

Professionalism in the practice of evaluation is accepted by organisations, practitioners and societies

Membership of the Society is optimised to meet the society's aims

Management of the Society's affairs is conducted efficiently and cost effectively

PRIORITY AREAS FOR 2002-2003

The Society established 3 priority areas for the 2002-03 year. The areas identified for priority development are --

- AES Regional Groups
- Indigenous Evaluation
- Women in Evaluation

2002-03 KEY OBJECTIVES & STRATEGIES

OBJECTIVE 1: TO BE THE MAJOR AUTHORITY ON, AND PRINCIPAL ADVOCATE FOR, EVALUATION IN THE SOCIETY'S SPHERE OF INFLUENCE

Strategy	Activity	Timeline	Responsibility
1. Recognition internationally and in Australasia as the main professional body for evaluation in Australasia	Involvement in international partnership of evaluation organisations Responding to and initiating contacts with other professional organisations, government agencies, private organisations etc	Ongoing	Executive/ Board
2. Referral Base for evaluation expertise	Maintenance and expansion of data base of consultants	Ongoing	Executive/ Administrator

OBJECTIVE 2: EVALUATION KNOWLEDGE, SKILLS, AND VALUES ARE EXCHANGED BETWEEN PRACTITIONERS, ORGANISATIONS AND EVALUATION SOCIETIES

Strategy	Activity	Timeline	Responsibility
1. Conduct professional development activities to facilitate interchange of evaluation knowledge	Sponsor and organise Annual International Conference	Sept 2003	Chair and Planning Committees
	Approve business plan for next conference.	Dec 2002	Board
	Organise and promote regional seminars and meetings and other activities	Ongoing	Regional Groups
	Send society newsletters highlighting workshops/ seminars, news and email to other regions and possibly new members	Quarterly	Susan Dawe/Scott Bayley
2. Produce publications and use electronic communication to disseminate evaluation information	Publish <i>Evaluation Journal of Australasia</i> twice yearly	Dec 2002/May 2003/Nov 2003	Chair Publications Committee
3. Regional Initiatives	Series of Workshops	2002-2003	Professional Training & Development Sub-Committee

OBJECTIVE 3: LINKS BETWEEN EVALUATION INTERESTS ARE ESTABLISHED AND USED BY PRACTITIONERS

Strategy	Activity	Timeline	Responsibility
1. Provide opportunities for networking at local, regional, national and international levels	Prepare and publish Membership Directory	March 2003	Admin/Executive
	Development and maintenance of AES website including links to other organisations and sites	Ongoing	Admin/publications committee
	Provide opportunities for formal liaison and development of effective relationships with other professional bodies eg. IPAA, ALARPMA, academia, other evaluation societies	Ongoing	Board / regional committees / Publications
	Facilitate linkages with international evaluation organisations – web site, publications; joint memberships, international partnership of evaluation organisation, IOCE (International Organisation for Cooperation in Evaluation)	Ongoing	Executive, Admin; Publications
	Encourage networking at regional levels (see earlier comments about inclusion of regional roles)	Ongoing	Regional Groups
	Sponsor and promote visits by international visitors	Ongoing	Conference Planning Committees Regional Groups Executive

OBJECTIVE 4: PROFESSIONALISM IN THE PRACTICE OF EVALUATION IS ACCEPTED BY ORGANISATIONS, PRACTITIONERS AND SOCIETIES

Strategy	Activity	Timeline	Responsibility
1. Recognise outstanding contributions to the theory and/or practice of evaluation	1. Promote, administer and grant a range of awards from the AES	June 30 2003	Awards Committee
	2. Explore the establishment of Life members and Fellows	June 30 2003	Board
2. Promote ethical conduct in the practice of evaluation	Promoting awareness and encouraging discussions	Ongoing	Ethics Committee and Regional Groups
3. Development and promotion of standards for the society	Develop core set of standards, then practice guidelines	Ongoing	Ethics Committee/Board
4. Identify and promote development of evaluation competencies	Development and promotion of draft competencies	July 2003	Professional Training and Development Committee

OBJECTIVE 5: MEMBERSHIP OF THE SOCIETY IS OPTIMISED TO MEET THE SOCIETY'S OBJECTIVES

Strategy	Activity	Timeline	Responsibility
1. Determine and implement best ways of optimising membership	Enhance and expand services to members <ul style="list-style-type: none"> Identify, arrange and promote membership benefits. Maintain accessible database of consultants Electronic advertising of regional activities 	Ongoing	Admin/exec and Regional groups Admin
		Ongoing	Admin/Regional Reps
	Use of web site to attract enquiries about AES	Ongoing	Executive, and Admin
	Identify departments, agencies and organisations which may be interested in AES membership including Public Sector (Local Government/ State /Commonwealth) and Universities and professional organisations and target them/Executive to target in Auckland, Tasmania and one other region.	Ongoing	Regional groups/Executive
	Follow – up lapsed members	Ongoing	Admin/Regional reps.
2. Engender and sustain interest in potential and lapsed regions	Visits to potential regions, lapsed regions	Ongoing	AES Board/Members
3. Develop networks of liaison officers in key organisations	Distribute recruitment material in organisations	Ongoing	Regional Groups

OBJECTIVE 6: MANAGEMENT OF THE SOCIETY'S AFFAIRS IS CONDUCTED EFFICIENTLY AND COST EFFECTIVELY

Strategy	Activity	Timeline	Responsibility
1. Foster the efficient management of the AES	Maintain compendium of Board policies & distribute to Board Members	Ongoing	Executive/admin
	Develop Business Plan and review	November 2002	Executive
2. Develop and maintain efficient membership support systems	Maintain the membership database for the membership directory	Ongoing	Admin /regional reps
	Prepare and publish Annual Report	September 2003	Admin/exec
3. Provide efficient and effective administration and support services to the Society, the Board and its Committees	Oversee the administration of the AES Office and fulfil annual reporting requirements	Ongoing	Secretary / Treasurer
	Organise and produce minutes of the AGM, Executive and Board meetings	Ongoing	Secretary
	Ensure meetings of Executive and Board are conducted in Accordance with the Incorporation Act	Ongoing	Secretary
	Conduct annual election of office bearers	July 2003	Secretary/Returning Officer
	Maintain accurate national accounts & quarterly GST statements	Ongoing	Treasurer/ Admin
	Oversee preparation of financial statements for financial year	July 2003	Treasurer/ Admin
	Oversee conduct of national audit	July 2003	Treasurer
4. Review constitution;	Prepare accurate income and expenditure regional and committee reports for each Board Meeting	Ongoing	Treasurer / Admin
	Identify and propose recommended changes for AGM	July 2003	Board/Exec

REPORTS FROM COMMITTEES & REGIONS

ETHICS

Goals of the Ethics Committee are to:

- promote awareness of ethics and encourage the use of the AES Guidelines on Ethical Conduct of Evaluation and
- develop a Code of Ethics for AES members

GUIDELINES ON ETHICAL CONDUCT OF EVALUATION

These Guidelines were endorsed by the Board in December 1997 following consultation through regional groups during 1997. A copy was sent to all members and new members receive a copy as they join. A special feature on ethics was published in Evaluation News and Comment (June 1998) including the Guidelines text, and background articles.

Regions and members promote the Guidelines to members through their meetings and to distribute them to key public sector and peak community agencies through their networks. CEOs of all Commonwealth agencies in Canberra received a copy through the Department of Finance, and NZ Government agencies through the State Services Commission. The Ethics Committee is planning to assess the extent of distribution and use in Australasia.

AES CODE OF ETHICS

The AES Board adopted the Code of Ethics at its December 2000 meeting. If you have any questions or comments about the Code please contact a member of the AES Ethics Committee.

The ethics committee is chaired by David Turner with the assistance of Alan Woodward.

AWARDS

There are five Awards offered annually by the Australasian Evaluation Society. The aim of the Awards is to encourage the development of evaluation and high quality evaluation practice in Australasia. Award nominations for each year close on 31 July and are announced at the Annual Conference of the Society.

The Awards Committee for 2002-03 consisted of:

Jenny Neale (Chair)

Paul Chesterton

Kerry Kretzschmar

Zita Unger

The awards made by the Society for 2001-02, announced at the 2002 Wollongong Conference include:

THE EVALUATION TRAINING AND SERVICE (ET & S AWARD)

This award is presented to an AES member in recognition of an outstanding contribution to evaluation.

2002 Winner

The ET&S Award was presented to **Dr. Patricia Rogers**. Patricia was nominated by Associate Professor Yolanda Wadsworth of the Institute for Social Research at Swinburne University in Melbourne. Patricia is an academic at CIRCLE (Collaborative Institute for Research, Consulting and Learning in Evaluation – incorporating the Program for Public Sector Evaluation) at RMIT University, Melbourne. (Royal Melbourne Institute of Technology)

Patricia has made conceptual contribution across five areas of evaluation. Her further developments to Program theory in public sector monitoring and evaluation is probably best known. She (along with colleagues Jerome Winston and Gary Hough) developed a framework that shows how the processes

of evaluation influence formal policy making and political decisions. She and Gary were awarded the Caulley-Tulloch Award for Pioneering Literature in 1996 for her early work in this field.

THE CAULLEY TULLOCH PUBLICATION PRIZE

The aim of this award is to provide recognition to the best journal article or other publication in evaluation. It is funded by an endowment from Dr. Darrel N. Caulley. The value of the prize is determined according to income from the endowment. The prize offered for 2003 is \$250.

2002 Winner

No award was recommended for the Caulley Tulloch Publication Prize.

THE EVALUATION STUDY AWARD

This is awarded to an individual or team which has conducted an evaluation study that has made, or has the potential to make, a significant contribution to the practice or use of evaluation in either the public or private sector in Australasia.

2002 Winner

The Best Evaluation Study Award is always hotly contested. This year the committee had a particularly difficult time as there were a number of hugely deserving studies for this award. In the end we decided that we would give only one award and that is to **Chris Milne, Marie Delaney, Klas Johansson and Marita Merlene** from ARTD Consultants for Evaluation of the One2One Pilot Programme, Mentoring Project for Young Offenders, Crime Prevention Division of the Attorney General's Department in NSW.

Congratulations Chris on a very tight analysis. This evaluation of a pilot programme targeting young offenders was a responsive and innovative study in a sensitive policy area. Their outcomes were different from expectations of the stakeholders and the evaluation process played a crucial role in guiding the management of the study.

We also awarded a High Commendation to:

- **Scott Bayley's** team (**Rob Fearnside, John Arnol, John Misiano and Rocco Rottura**) at the Victorian Auditor-General's Office for their Performance Audit Report titled "*International Students in Victorian Universities*". This study represents a fine example of performance audit that assessed international student programs at three Victorian Universities in areas of access to university and academic standards. It was a politically sensitive and complex topic. It is a rigorous, systematic and transparent study. It received wide support from universities and had substantial press coverage.
- Department of Defence, Defence Portfolio Evaluation and Review Team Commander **Peter Smith** (RAN) for the Portfolio Evaluation Report titled "*Equity and Diversity in Defence*". This was the first time that an equity and diversity program in the Commonwealth public sector has been subjected to such a comprehensive and independent evaluation. It covered particularly diverse cultures and was a large study. The evaluation examined current approaches to equity and diversity. It represented a mixed method evaluation comprising literature reviews, structured interviews, focus groups, data from existing internal surveys and comparative analysis with other organisations. Adoption of its extensive recommendation in Defence indicates its acceptance. Its impact is yet to be fully determined but so far has received wide attention not only in Defence but across the Commonwealth Public Service. Congratulations.
- **Paul Aylward** from the South Australian Community Health Research Unit for his study titled "*Evaluation of Reciprocity in Education*". This was a piloted model of interactive learning between migrant communities and mainstream mental health services. Paul is not here to collect his Commendation but we congratulate him and his team in his absence.

THE EVALUATION DEVELOPMENT AWARD: EVALUATION POLICIES, SYSTEMS, FRAMEWORKS AND/OR METHODOLOGIES

This is awarded to an individual or team which has provided leadership or innovation with respect to the practice or use of evaluation in either the public or private sector. The scope includes programs, products, services, personnel, management strategies and other initiatives.

2002 High Commendation

A High Commendation under The Evaluation Development Award, Policies, Systems, Frameworks and/or Methodologies was awarded to **Joy Patton** and her team (**Ray Seidel-Davies, Pam Williams, Steve Mitsas and Darren Harris** (KPMG)) for the performance audit report titled "*Management of Major Injury Claims by the Transport Accident Commission*" in the Auditor-General's Office Victoria. This performance audit provided a significant framework by which to monitor case management practices and achieve better outcomes for clients. It has wide implications for utilisation by other public sector agencies as well as long term improvement of service provided by the Transport Accident Commission. Congratulations Joy.

THE COMMUNITY DEVELOPMENT EVALUATION AWARD

The aim of this award is to encourage evaluations that contribute to community development. It may pertain to or involve youth participation in the design or conduct of evaluation studies related to young people and their development or welfare.

2002 High Commendation

A High Commendation is presented in the Best Evaluation in Community Development Involving Youth Award to **Dr. Robert Lake** and **Dr. Diana Beere** from the Queensland Police Service for the Project Evaluation of Queensland Aboriginal and Torres Strait Islander Police officers Integration and Transfers. This study involved three indigenous communities and consulted widely with those who work with youth. Its recommendations encourage community development relating to young people and fostering partnerships at the local or community levels. An excellent study and congratulations to Robert and Diana.

PROFESSIONAL TRAINING & DEVELOPMENT

COMMITTEE MEMBERS

Assoc Prof Brian English, Director, Institute for the Service Professions, Edith Cowan University (Chair)

Ms Sue Funnell, Director, Performance Improvement Pty Ltd.

Dr Rick Cummings, Director, Teaching & Learning Centre, Murdoch University

Mr Scott Bayley, Director, Performance Audit Group, Auditor General Victoria.

WORKSHOPS

Highly successful professional training and development workshops were conducted in the 2002-03 year by:

- Sue Funnell
- Saville Kushner
- Jennifer Greene, and
- Yvonne Darlington.

KEY INITIATIVES

In view of the ongoing success of the AES workshops, a database of AES members interested in providing workshops and their areas of expertise has been created. Topics on offer include:

- Econometrics models and analysis
- Qualitative methods for evaluation
- Needs assessment
- Introduction to evaluation concepts and methods
- Most Significant Change evaluation
- Road safety evaluation models
- Benchmarking
- Strategic planning

Further details are available by contacting the AES Office: Ph: 61 2 6262 9093

Email: aes@aes.asn.au

FUTURE DIRECTIONS

Work has been ongoing on the development and validation of evaluation practitioner competencies. The Committee is keen to see this work continue. One option currently being explored is the development of an on-line version through the PTD page on the AES website. This would enable members providing or attending workshops to assess the extent to which key competencies are being targeted in workshop materials and activities.

PUBLICATIONS

INTRODUCTION

During the year Colin Sharp, Bert Stock and Susan Dawe retired from their roles as Editor, Refereed Papers, Editorial Assistant and Editor E-News respectively. Colin has made a most significant contribution to the publications of the society. During 2002-03 Dr Rick Cummings became editor of EJA and Kim Lazenby took up the Editor of E-News role.

ACTIVITIES DURING THE YEAR

Evaluation Journal of Australasia

The high standard of the Journal was maintained and two excellent issues were produced during the year 2002-2003. A great deal of work goes into the production of the Journal and editors, editorial assistants, Helen Anderson and her production team, as well as Judy Pearce, AES Administrator, are thanked for their efforts.

Web site

During the year the web site has been further developed with more information and news for members and potential members. The Board Policy is to put articles from past issues of the Journal on the web site. At the present time Vol 2 No.1 August 2002 is available on the web site. Vol 2 No.2 December 2002 should be available shortly. It is expected that Vol 1 will be on the web site as soon as possible. In order to promote the use of this information and best practice in evaluation the Board agreed that password access was not required. Members continue to receive their printed copy of current Journal, which of course is not available on the web site.

E-News

Quarterly editions of the electronic newsletter, E-News, were delivered to members during the year and placed on the web site. While regional representatives have contributed news and comments, more contributions would be welcomed from individual members to reflect activities and experiences of evaluators from around the regions.

WOLLONGONG CONFERENCE ORGANISING COMMITTEE

The annual AES Conference provides a unique forum in Australasia, bringing together practitioners from a wide range of disciplines and programs to share developments, innovations and learning in and about evaluation theory and practice.

The 2002 Annual Conference and Workshop Program continued this tradition, exploring the alignment between trends in public policy and programs with developments in evaluation theory and practice. The conference attracted 229 delegates and 212 joined the workshop program to engage in a range of learning opportunities that emphasised reflection on practice and networking with other evaluators to develop knowledge, skills and understanding of evaluation. The contribution by AES members and the invited and keynote speakers provided a firm foundation that connected evaluation theory and practice to the development of prosperous, strong & open, and sustainable communities.

The Conference met its target of 200 registrations. The Workshop Program contributed to a profit of approximately \$27,600. This amount is exclusive of the 55 new memberships attracted by the conference and workshop program. The organising committee consider that the quality of the publicity material and the conference website coupled with the advanced development of the conference program were instrumental in attracting the conference and workshop registrations and new members.

CONFERENCE HIGHLIGHTS

- Key note speakers: Jennifer Greene, Saville Kushner and Patricia Rogers
- Registration numbers around 230 with pleasing diversity.
- Financial success - around \$27,654 profit
- Created a theme to stretch people's thinking to which three keynote speakers contributed.
- Participation encouraged with roundtables and panels but balanced program of theory and practice.
- Included indigenous people where possible and indigenous issues in program..
- Good ambience, relaxed and happy, getting conversations started or continuing them – lasting benefits.

Alan Woodward (Chair) acknowledged the work and dedication of the conference organising team and expressed his appreciation to Judy Pearce, AES Secretariat and Expert Conferences, conference organiser, and team. Alan also stated his appreciation to the Board for its trust in him and the privilege to organise the conference.

FELLOWS**BACKGROUND**

In 2002-03 the Society developed, after extensive consultation with members, a special category of membership to be known as AES Fellows.

During the more than twenty years of its existence, the Australasian Evaluation Society has had a number of very distinguished members who have made significant contributions over a period of years to both the AES and the field of evaluation. Many have won AES awards, but this recognition is very limited in time and often recognises only a part of their contribution. For those members who have made a long term contribution to the AES and the evaluation profession, it is appropriate to recognise their contribution through a special category of membership. This is a positive step towards enhancing the professionalism of the society. It is also in the Society's interests to maintain an ongoing and mutually beneficial relationship with these individuals who are recognised leaders in the profession. The concept of a special category of member, Fellowship, addresses both of these issues.

PURPOSE OF THE FELLOWSHIP

The purpose of the Fellowship shall be to further the aims of the AES by establishing a category of membership for the Society's most esteemed members to further enhance the Society's image as a professional body. This initiative supports Objective 4 of the AES Business Plan: Professionalism in the practice of evaluation is accepted by organisations, practitioners and societies.

The benefits which are likely to accrue from the Fellowship are:

For the Society:

- to create and maintain a mutually beneficial relationship (a bond) between the AES and its most experienced and esteemed members;
- to establish a formal group of experienced evaluators upon which to draw for special activities;
- to encourage promotion of the AES through the work of the Fellows and the use of the letters FAES after their name; and
- to be a source of linkages to other professional associations and societies.

For the individual Fellow:

- to be recognised for significant achievement, service and prominence in evaluation;
- to acknowledge exemplary contribution to the discipline of evaluation;
- to be given special benefits as decided by the Board eg reduced conference fees, lifetime membership at no cost; and
- to have a privileged status within the AES and the profession, eg use of letters FAES.

The first Fellows of the Society will be announced and introduced to the Society at the 2003 Auckland Conference.

REGIONS**AUCKLAND**

The Auckland Evaluation Group (AEG) has been busy over the 2002-03 year. A record eight events have been held over the past year including:

- An "Open Space Technology" workshop was held in August 2002
- Pam Oliver facilitated a workshop on ethnographic methods in evaluation in October 2002
- Highlights of the 2002 AES conference were shared in November 2002
- The AEG Xmas Party was held at the zoo, where Richard Jakob-Hoff spoke about evaluating the zoo's services
- A workshop was held to explore AEG member's professional support needs, in February 2003
- Michael Scriven gave a seminar on developing an evaluation culture, in March 2003
- Kate McKegg and Neil Lunt presented a workshop at the 2003 AGM in August based around the themes of their new edited book on evaluation in Aotearoa New Zealand
- The AEG's 10th birthday celebration (see later report)

New AEG Committee Members

The new AEG committee was recently elected at the Annual General Meeting on 7th August 2003. The committee is:

- **Pam Oliver** – Pam works both in community development and as part of a multi-cultural team specialising in evaluation of Maori for Maori and Pacific social services. Her passions are justice and peace, dancing, and experimenting with cocktails.

- **Michele Lennan** – Michele trained in social anthropology and works as a qualitative research consultant, contracting to a range of public sector agencies. Michele is passionate about research and endlessly fascinated by people and the ways in which they make their world work. She is also interested in the way organisations work and how the dynamics within them affect outcomes.
- **Anne Barlow** – Anne joins the committee for the first time this year. Anne is a researcher and lecturer in the Centre for Midwifery and Women's Health Research, School of Midwifery, Auckland University of Technology and in the last few years has undertaken evaluation research based at the University.
- **Nancy Sheehan** – Nancy also joins the committee for the first time this year. Nancy has over 20 years experience in market research and business development. Nancy works for her own consultancy firm, Nancy Sheehan & Associates in 1993, consulting mainly to government agencies on the economic and business development of Pacific people's communities in New Zealand and the Pacific. Other professional areas of interest include trade facilitation, private sector development and public-private sector partnerships for sustainable economic and business development outcomes for the Asia Pacific Region.
- **Jon Postlethwaite** – Jon is a contractor/ sub-contractor working mainly in health, education and social policy. Jon's been doing research and evaluation for approximately 4 years now and has served on the AEG committee as co-chair in 2001. When Jon's not evaluating stuff, he play bass guitar and enjoy getting his Holden Kingswood fixed.
- **Michael Blewden** – Michael agreed to be persuaded back onto the committee for a further year. Michael has been involved in research and evaluation for many years and currently works for Gravitas Research and Strategy. Michael primarily works in the public sector conducting research and evaluation for a range of local, regional and central government agencies.

Shaun Akroyd, AEG *Regional Representative*

CANBERRA REGION

During 2002-3, the Canberra region has not been as active as previously. We commenced the year with our previous pattern of evening meetings every two months. Highlights included Joan Young from Colmar Brunton Social Research talking about their approach to community consultation. These tended to have declining attendances, and after numbers dropped right off in the first meeting in March 2003, we have not met. Meetings are due to recommence in August 2003.

In late 2002 we held a joint session with the Canberra Evaluation Forum based on the outcomes from the Wollongong conference, which was quite successful. Following an approach from the convenor of the Forum, we held discussions with a view to a closer relationship. However, these negotiations foundered. The success of the Forum, which attracts 80 to 100 people to its sessions, may be one factor in our relative lack of success in attracting attendance.

The committee for the year has included at various times Elizabeth Barber, Neil Taylor and Patrick Batho; however work commitments including postings away from Canberra have meant that not all members were available all the time.

Graham Smith, Regional Representative

NEW SOUTH WALES

The NSW region meets five times a year at the Everleigh Railway Yards Technology Park. The calander of events commenced at the end of 2002, when Eve Barboza ran an interactive session with participants to scope the areas of interest that we wanted to explore in 2003. The program that resulted was:

- Karen Fisher and Chris Milne conducting a round table discussion about the differences between policy and programme evaluation
- Bronwyn Stafford and Eve Barboza conducting an interactive session about learning styles and evaluators' professional development needs

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- [Bronwyn Stafford and Chris Milne conducting a book review session, which discussed papers by Saville Kushner and Jennifer Green as published in the AES journal following the conference](#)
- [Rob Anderson presenting ideas about Comparative Theory](#)
- [Dr Sue Curtis conducting an interactive session about evaluation ethics](#)

Committee:

[Susan Goff \(Board Representative\), Chris Milne, Eve Barboza, Bronwyn Stafford and Lorraine Larr.](#) We also held a committee meeting to plan our share of chairing and minuting procedures. There has been a consistent attendance of about 8 people per session.

Susan Goff, [Regional Representative](#)

NORTHERN TERRITORY

[Jenny Young took over from John Montz as NT AES Regional rep in October 2002. Jenny organised a lunch time evaluation forum held on 26 May 2003. The forum attracted 20 participants from across the NT Public Sector and was viewed as highly successful by all who attended. The forum included three guest speakers:](#)

- [Craig Trimble, Treasurer on the AES Board and Performance Auditor with the Qld Auditor-General's Office spoke on Queensland and national evaluation trends.](#)
- [Nea Harrison gave a presentation on her recent evaluation training work in Vietnam and](#)
- [Scott Cawse gave a presentation on his recent HR evaluation work in East Timor.](#)

[The forum was also used a planning session to look at possible future activities. Most people were in favour of the lunch time forum format. Four people volunteered to assist with planning future events with interest expressed in program logic and design as it relates to evaluation and empowerment evaluation techniques, especially for working with indigenous communities.](#)

Jenny Young, NT [Regional Representative](#)

QUEENSLAND

The Queensland Region has had an active program of monthly lunchtime seminars throughout the year July 2002 to June 2003 with attendance ranging from 20 to 50 people. The focus of the seminars has been on methodological issues that apply to all evaluators.

As well, the region has a number of workshops on methodological topics, all of which have been well attended and profitable for the society. The workshops included:

- Program Logic by Sue Funnell
- Democratic Evaluation by Saville Kushner (as part of his visit as a keynote speaker at the annual conference)
- Qualitative research in evaluation by Yvonne Darlington

The committee for the year was:

- Regional representative: Robert Lake
- Secretary: Lisa Kennedy
- Membership Officer: Diana Beere
- Seminar sub-committee: Kim Lazenby, Neville Moo, Geoff Maloney

A regional meeting was held on 2 June 2003 to elect the committee for the year 2003/2004:

- Regional representative: Robert Lake
- Secretary: Diana Beere
- Membership Officer: Patricia Rego & Chris Knight

- Professional development sub-committee: Terry Symonds, Tracy Henderson, Diana Beere

Special acknowledgments got to Kim Lazenby for co-ordinating the workshop and lunchtime seminar program, and to the Department of Premier & Cabinet for its support of the lunchtime seminar program.

Future issues

The past year has seen a resurgence in interest and activity in the Queensland region. The main emphasis needs to be on continuing the successful professional development program of lunchtime seminars and workshops.

Dr Robert Lake, Queensland [Regional representative](#)

SOUTH AUSTRALIA

Many members of the 2001/2002 working group continued to assist with the Regional committee in 2002/2003. John Lawrence agreed to be convenor to fill the vacancy in light of Gary Crilley's temporary absence. John has steered the Seminar program admirably and assisted the regional representative, Susan Dawe, with other branch activities. In particular John's efforts in recruiting new members to assist with seminars, workshops and the 2004 Conference are greatly appreciated. Other members of the regional committee include Ruth Davey, Dennis List, Mark Dawson, and Bronny Walsh.

Seminars and discussions were held on a regular basis mostly at a city venue provided by the National Centre for Vocational Education Research Ltd. but also at Flinders University. Presentations were provided by AES members and other speakers on topics of interest to members. These included:

- Trish McReynolds, Regional Aged Care Quality Coordinator, Hills Mallee Southern Aged Care Facility. Topic: Evaluating quality in Regional Aged Care - bridging the 'research - practice' gap.
- Dr Janet McIntyre, Senior Lecturer, Flinders Institute of Public Policy and Management, The Flinders University of South Australia. Topic: Establishing an Indigenous Community of Practice (COP) using participatory action learning and PAR to evaluate it.
- David White, Corporate Services Manager, West Beach trust/Adelaide Shores Topic: Directions in governance nationally and internationally: Corporate failures and lessons. Opportunities and risks for evaluation professionals.
- Wollongong Conference Debriefing—The final seminar for 2002 included a Conference Debriefing at which three conference participants Libby Kalucy, Jocelyn Auer and Susan Dawe, outlined highlights of the conference for them.
- Paul Aylward, Research Fellow (Public Health), University of South Australia. Topic: Evaluating Projects for culturally and linguistically diverse groups: pitfalls and solutions.
- Bronny Walsh, Crime Prevention Unit, Attorney General's Department. Topic: Outcome Evaluation in Crime Prevention: A Lack of outcomes or a lack of outcomes measures?
- Susan Dawe, Senior Research Fellow, National Centre for Vocational Education Research Ltd. Topic: 'Writing reports that get read' based on the Canadian Health model 1/3/25'

A preliminary committee meeting was held in November 2002 to prepare a Business Proposal to hold the 2004 Conference in Adelaide. This proposal was presented for approval at the December AES Board meeting. Since then the 2004 Conference organising committee has continued to work on this major activity for 2004. The initial planners included Susan Dawe (2004 Conference Convenor), John Lawrence, John Alder, Giordana Cross, Ruth Davey and John Pilla. In April 2003, the Stamford Grand Hotel at Glenelg was secured for the venue for the Conference from 13 to 15 October 2004.

Networking of indigenous evaluators was of particular interest to the 2004 Conference committee which was looking for indigenous persons to assist with planning the conference and perhaps a similar forum for indigenous evaluators. Alwin Chong, Research and Ethics Program Manager, Aboriginal Health Council, Leanne Colby, Aboriginal Services Division, South Australian Department of Health Services and Dr Douglas Morgan, First Nations Centre for Higher Education & Research, The Flinders University of South Australia, have joined the planning committee. A workshop and meeting on issues related to engaging Aboriginal communities in evaluation are already planned for 2003.

Susan Dawe, South Australian Regional Representative

TASMANIA

Membership in Tasmania is reviving at last after a long period when, during 2002-2003 there were insufficient members to support any activity. Current membership of around a dozen is drawn principally from the University of Tasmania, the Auditor-General's office and the Department of Primary Industries, Water and Environment. The Department of Economic Development will shortly be joining as a corporate member, and we are looking at ways the Society can assist the department to build its internal capacity on evaluation and related areas. A meeting was held in July 2003 and activities are planned for 2003-2004.

Doug Fraser, Tasmanian Regional Representative

VICTORIA

Agenda for 2003

The new Victorian Sub Committee held its first meeting late in 2002 to begin the planning for 2003. The committee established a number of initial goals that focused on providing the Victorian evaluation community with the opportunity to build professional links and to share practice through regular seminars and social events.

An evening seminar program was developed for the year running from February to November. There has been considerable interest in the program and attendance has ranged from 12 – 35 participants. These sessions have taken the form of presentations, panel and group discussions, and role-plays providing information and skills at both the practical and theoretical level. Some of these events have included a social focus either in the sessions themselves or in an informal get together in a local restaurant after the session.

The seminar program has attempted to engage a wide range of individuals and organisations working in evaluation and has included representatives from the private and public sectors as well as university-based practitioners. Issues covered so far have included values and evaluation, client and contractors relationships, power relationships in evaluation, use of evaluation to map stakeholder needs, building a culture of evaluative thinking, whole of government evaluation and evaluation 'bloopers' (and how to avoid them).

An additional event was held in August in conjunction with the Centre for Program Evaluation, The University of Melbourne. The membership had the opportunity to hear Professor Masafumi Nagao, University of Hiroshima, Japan speak about his experience in the evaluation of international development programs. (As this is for this year you may want to take out)

Membership:

Membership has remained stable over the year with little overall change in the numbers. We have extended invitations beyond our membership for joint events by advertising the seminars to wider networks.

Planning for 2004:

The Committee is in the preliminary stages of planning for 2004 and is considering:

- Continuation of the monthly seminar sessions.
- Planning and conduct of 2-3 workshops over the year.
- Seeking opportunities to run joint sessions with other professional groups e.g. Institute of Public Administration Australia (IPAA).

Committee membership:

Scott Bayley (Victorian Auditor-General's Office)

Sue Van Daatselaar (Department of Human Services)

Delwyn Goodrick (Department of Human Services)

Graeme Harvey (Department of Education & Training)

Kim Lazenby (Victorian Auditor-General's Office)

Irina Ross (VicHealth)

Sue Van Daatselaar left the committee in August this year to take up a new position in New Zealand. Her energy and commitment to the group will be missed and Sue was formally thanked at the August Branch meeting.

Graeme Harvey, Victorian *Regional Representative*

WELLINGTON

This year the Wellington Evaluation Group (WEG) introduced a new form of meeting – the "Evaluation Café". At these meetings a short presentation is given followed by a discussion on the topic. This type of meeting has been well received and is a good way of facilitating networking between members. The idea for this came directly from the Regional Co-ordinators breakfast meeting at the 2002 conference in Wollongong, NSW. So far this year we have alternated between Evaluation Cafes and traditional seminars.

Regular meetings during the year have attracted around 20-25 people involved or interested in evaluation. The topics covered during the year so far are:

- November : Jennifer Greene gave a post-conference presentation.
- December : Susan Goff & Nan Wehipeihana led a follow up discussion to the conference session on values in evaluation.
- March (Seminar): Evaluating the Impact of Policies BEFORE they are implemented: three transport studies using Stated Choice Modelling Charles Sullivan, Capital Research.
- May (Evaluation Café): Evaluation in the State Sector Penny Hawkins and Sheenagh Gleisner.

An exciting development for evaluation in New Zealand - a Maori Evaluators Hui - took place in October. Support for this event was provided by the Wellington Evaluation Group.

Many thanks to the committee and others who have contributed to the Wellington region's activities over the past year.

Committee membership:

Robyn Bailey (AES Regional Representative)

Penny Hawkins (WEG Convenor)

Mathea Roorda (Events Co-ordinator)

David Turner (WEG representative on 2003 conference committee)

Bob Williams (WEG Treasurer)

Jenny Clarke (WEG liaison with 2003 conference committee)

WESTERN AUSTRALIA

The major activities of the West Australian branch of the AES in 2002/2003 have been free lunchtime seminars and workshops (charged for with a discount to AES members). Generally speaking these are well attended with 80 people attending on average. Most attendees are from the public sector, including a small proportion from local government.

Seminar topics were:

Speaker	Topic/Title
Sue Funnell	Program Logic (Workshop)
Cathy Campbell, Christina Pollard, Population Health, Dept of Health	Evaluating health promotion programs
Alison Preston	Gendered social indicators
Curtin University	Aboriginal child health survey
Sven Silburn	Understanding and measuring social capital
Joint workshop with IPAA	WORKSHOP
Privacy Commissioner	Privacy legislation: What do the changes mean for evaluators?
Moira Rayner	Chinese whispers and cries unheard: why children won't give evidence and adults don't believe them
Jocelyn Cook	Providing world class education: pipedream or possibility? What we can learn from state and international studies
OAG	Policy directions ins outputs-outcomes frameworks and performance information
Dept of Health	Evaluation in population health
Jane Figgis	The art of interviewing: knowing what you've really learned from an interview

SPECIAL EVENTS

Launch of 2003 program

The WA Branch held a seminar program launch in February with guest speaker Moira Rayner. The seminar was well attended (over 120 people). Drinks were provided afterwards providing an opportunity for networking amongst attendees.

Joint seminar with IPAA

This is the second year that the WA Branch has run a seminar jointly with IPAA. A range of speakers presented on the topic, with a breakfast seminar aimed principally at managers. The seminar attracted almost 100 participants and raised \$1565.75 for the AES.

Other workshops

The WA Branch organised two workshops:

- Sue Funnell, program logic
- Saville Kushner, AES conference speaker

The workshops brought a number of matters to the attention of the WA committee including the need for greater forward planning for workshops, improved coordination particularly when some of the organisers are not committee members, and the need for circulating advertising sufficiently prior to the workshop.

Committee membership:

Sue Paterson (WA reg rep)	Julie Rosenberg-Russell	Robyn Pozzi
Rosemary Cant (state convenor)	Karen Schmidt	Tulip Penney
Heather Aquilina	Richard Robinson	Kerry Kretzschmar (new member)
Helen Peerless	Rick Cummings	Valerie Burns (new member)
Jenni Ibrahim		

THE SOCIETY'S CORPORATE GOVERNANCE

HOW THE SOCIETY IS GOVERNED

The Australasian Evaluation Society is governed by a network of regional and specialist committees. A board of management provides overall governance and is vested with the ultimate authority over the Society's affairs. The network comprises hundreds of members who work with the board to achieve the Society strategic and business plans.

CONSTITUTIONAL CHANGES

A special resolution was put to the vote at the October 2002 AGM of the Australasian Evaluation Society to amend the wording to clarify the membership categories and annual fees to be set annually rather than in the body of the Constitution and that in other areas for administrative purposes "administrator" be changed to "Secretary" of the AES. Both resolutions were passed unopposed.

ACCOUNTABILITY OF THE BOARD

The Board is accountable to the Society's membership. All members of the Board must adhere to the requirements of the Associations Incorporations Act 1991 (Australian Capital Territory) and the provisions set out in the Society's Constitution and Policies.

APPOINTMENT OF THE BOARD

The 2002-03 Board comprises 15 members. The Board make-up comprises the Executive, Regional Representatives and up to 5 other positions appointed by the Executive and Regional Committees reflecting major committees of specialist advice to assist in the functioning of the Board. The Executive is comprised of the 4 office bearers positions of President, Vice-President, Secretary and Treasurer, plus up to an additional 3 positions nominated by the Board (1 position for 2002-03). The Regional Representative comprised 9 Board recognised regional committees for 2002-03.

The Executive is elected annually by the membership. Regional representatives are elected from members within substantial geographic regions, eg. States and or regional areas, recognised by the board as having sufficient members to enable the furtherance of the society's aim, including at least one each from Australia and New Zealand. Additional positions established pursuant to the Constitution are also elected by the membership.

Members of the board shall not hold the same position for more than three consecutive terms, except for the Secretary and Treasurer who may stand for one additional term with the approval of the board.

ROLE OF THE BOARD

While the Board has overall management and control of the Society, it is subject to the provisions of the *Associations Incorporation Act 1991* and the *AES Constitution*, delegate certain operational powers to committees and regions.

All Board positions are unpaid. Board members direct costs of involvement with the Society in pursuing its aims and objectives are reimbursed.

THE BOARD MEETING AND REQUIREMENTS

In 2002-03 there were 3 Executive meetings and 4 full Board meetings. Under the Society's Constitution a quorum for the transaction of the business of a meeting of the board shall be 50% of the members of the board.

COMMITTEES

At the start of 2002-2003 there were 5 standing committees of the Board; Ethics; Awards, Professional Training and Development, Publications, and the Auckland 2003 Conference Committee. During the

year the Board approved the establishment of a new International Relationships committee, convened by the President.

INDEMNITY OF THE BOARD

In accordance with the Association Incorporations Act and the Society's own Policies, the AES has directors and officers insurance and professional indemnity for all Board members.

WHO WE ARE GOVERNED BY: THE BOARD

EXECUTIVE

Penny Hawkins

President and Regional Co-ordinator NZ

Penny is Manager of Research and Evaluation in the Department of Child, Youth and Family Services in Wellington, New Zealand where she is responsible for developing research and evaluation capability and providing professional leadership of the staff and work program. She has 20 years management experience and has spent the last 15 years involved in social research, monitoring and evaluation. Penny has been AES President since October 2001.

Rick Cummings

Vice President

Rick is Director of the Teaching and Learning Centre at Murdoch University and head of its institutional research and evaluation section. He has over 25 years of experience in public sector management, policy research and program evaluation mainly in education and health. Rick has been the AES Vice-President since October 2001

Susan Dawe

Secretary

Susan Dawe is Senior Research Fellow at the National Centre for Vocational Education Research Ltd. (NCVER), a registered company since 1981 and owned by the Commonwealth, State and Territory Government Ministers responsible for vocational education and training (VET). In 1992, Susan joined NCVER and the AES. In 2001, after three years living in East Malaysia, Susan joined the AES Board. She has been AES Secretary since October 2002.

Craig Trimble

Treasurer

Craig is an Audit Manager in Performance Management Systems Auditing with the Queensland Auditor-General's Office. He has over 15 years experience in financial and performance auditing in the public sector including a stint with the Victorian Department of Treasury and Finance's output effectiveness and pricing review unit. Craig joined the AES executive in October 2002.

Anthea Rutter

Chair Publications and Fifth Executive member

Anthea has worked in the field of evaluation and research for almost 20 years and has worked both in the private and public sector. She is presently working for the Mental Health Research Institute evaluating a community development model of raising awareness of depression in the community. She is also an Associate Fellow in the Centre for Program Evaluation at The University of Melbourne. She has been on the AES Executive for 4 years and was a Board member for several years prior to that.

REGIONAL REPRESENTATIVES

Name	Regional Committee
Scott Bayley	Regional Coordinator Australia
Shaun Akroyd	Auckland Region
Robyn Bailey	Wellington Region
Graham Smith	Canberra Region
Susan Goff	New South Wales Region
Jenny Young	Northern Territory Region
Robert Lake	Queensland Region
Susan Dawe	South Australian Region

Doug Fraser
Graeme Harvey
Sue Paterson

Tasmanian Region
Victorian Region
Western Australia Region

COMMITTEES, LIFE MEMBERS & INTERNATIONAL RELATIONS

COMMITTEES OF THE BOARD

Ethics

[David Turner, Chair](#)

[Alan Woodward](#)

Awards

[Jenny Neale, Chair](#)

[Paul Chesterton](#)

[Kerry Kretzschmar](#)

[Zita Unger](#)

Publications

[Anthea Rutter, Chair](#)

Bob Williams – Advisor to the Publications Committee

Bert Stock – Editorial Assistant (until February 2003)

Susan Dawe – Editor E-News (until March 2003)

Colin Sharp – Editor, Refereed Papers (until February 2003)

Di Markic – Editorial Assistant

Kim Lazenby (from April 2003)

Rick Cummings - Editor, refereed Papers (from February 2003)

Julia Thornton – Editorial Assistant

Lorraine Larri – Web Advisor

Doug Fraser – Editor non-refereed Papers

Sonia Whitely – Editorial Assistant

Deleted: Judy

Professional Training & Development

Brian English, Chair

Scott Bayley

Rick Cummings

Sue Funnell

Deleted: Judy

International Relationships

Penny Hawkins, Chair

John Owen

Auckland 2003 Conference Organising Committee

Maggie Jakob-Hoff (Convenor)

Shaun Akroyd

Melani Anae

Jenny Clark

Janet Clinton

Francesca Holibar

Kim Hughes

Kate McKegg

Pam Oliver

Tania Wolfgramm

Barry Williams (Conference organiser)

Neenu Madan (Conference organiser)

LIFE MEMBERS

Life Members

[Anona Armstrong](#)

FORMER BOARD MEMBERS

Mr Richard Elvins (to 31 October 2002)

Ms Lorraine Larri (to 31 October 2002)

Dr Chaoying Liu (to 14 August 2002)

Ms Kate McKegg (to 31 October 2002)

Mr John Montz (to 31 October 2002)

Mr Anton Muller (to 3 October 2002)

Ms Ruth Temple-Smith (to 31 October 2002)

Mr Alan Woodward (to 31 October 2002)

AES ADMINISTRATION

Judy Pearce, Administrator

Michelle Vincent, Webmaster

The AES Administration provides support for the Executive and the Board including:

- Production of the membership directory and consultants register.
- Membership including maintenance of membership data base, membership payments and material to new members.
- Maintenance of the AES Web site.
- Assistance with material to members including E News, broadcast emails and bulk mailing.
- Maintenance of AES office, files, supplies etc...
- Support to regional representatives and committees.
- Provision financial support including management of the AES' MYOB.
- Assistance with elections, meetings, annual report.
- Assistance with the organising of regional workshops.

FINANCIALS

The following should be read in conjunction with the Statutory Statements (pages 23 to 33) and Supplementary Accounts (pages 34 to 36). Statutory Statements are prepared on a full accrual accounting basis and in accordance with applicable Australian Accounting Standards and the requirements of the *Associations Incorporation Act 1991* (ACT) and the audit opinion is included according to these standards.

The Supplementary Accounts are prepared on a basis familiar to AES members with minor allowances for timing differences and or asset and capital recognition. The Supplementary Accounts are not presented according to applicable audit and accounting standards.

STATEMENT OF FINANCIAL RESULTS

AUSTRALASIAN EVALUATION SOCIETY INC. ABN 13 886 280 969

INDEX TO ANNUAL FINANCIAL REPORT

Board Report
Independent Audit Report
Statement of Financial Position
Statement of Financial Performance
Statement of Cash Flows

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| 1. Statement of Accounting Policies | 6. Receivables | 11. Retained Surplus |
| 2. Revenue from Ordinary Activities | 7. Other Current Assets | 12. Board Members |
| 3. Expenses from Ordinary Activities | 8. Property, Plant and Equipment | 13. Objectives and Contact Details |
| 4. Auditor's Remuneration | 9. Payables | 14. Cash Flow Information |
| 5. Cash Assets | 10. Unearned Revenue | 15. Financial Instruments |

BOARD REPORT

Your Board members submit the financial report of the Australasian Evaluation Society Incorporated for the financial year ended 30 June 2003.

The names of each person who was as a member of the Board during the year ended 30 June 2003 or at the date of this statement are:

Current Members

Ms Penny Hawkins	President	
Dr Rick Cummings	Vice-President	
Ms Susan Dawe	Secretary (from 31 October 2002)	
Ms Anthea Rutter	Secretary (to 31 October 2002)	
Mr Craig Trimble	Treasurer (from 31 October 2002)	
Mr Shaun Akroyd		Mr Graeme Harvey (from 31 October 2002)
Ms Robyn Bailey (from 31 October 2002)		Dr Robert Lake
Mr Scott Bayley		Ms Sue Paterson (from 12 December 2002)
Mr Doug Fraser (from 31 October 2002)		Mr Graham Smith (from 14 August 2002)
Ms Susan Goff (from 31 October 2002)		Ms Jenny Young (from 31 October 2002)

Former Members

Mr Richard Elvins (to 31 October 2002)

Mr John Montz (to 31 October 2002)

Ms Lorraine Larri (to 31 October 2002)

Mr Anton Muller (to 3 October 2002)

Dr Chaoying Liu (to 14 August 2002)

Ms Ruth Temple-Smith (to 31 October 2002)

Ms Kate McKegg (to 31 October 2002)

Mr Alan Woodward (to 31 October 2002)

Principal Activities

The principal activities of the Society during the financial year were to:

- provide education and training in matters related to evaluation;
- recognise outstanding contributions to the theory and/or practice of evaluation;
- establish and promote ethics and standards in evaluation practice;
- provide a forum for the discussion of ideas including society publications, seminars, workshops and conferences;
- link members who have similar evaluation interests;
- act as an advocate for evaluation; and
- other activities consistent with the above aims

The net surplus of the Society for the year ended 30 June 2003 was \$8,566 (2002: \$42,100 surplus).

In the opinion of the Board, the accompanying financial report presents fairly the financial position of Australasian Evaluation Society Inc. as at 30 June 2003 and its performance for the year ended on that date in accordance with Accounting Standards and mandatory professional reporting standards in Australia and other authoritative pronouncements of the Australian Accounting Standards Board.

In the opinion of the Board, at the date of this statement, there are reasonable grounds to believe that Australasian Evaluation Society Inc. will be able to pay its debts as and when they fall due.

Signed in accordance with a resolution of the Board this 29th day of August, 2003.



(Board Member)

TREASURERS REPORT

OVERVIEW OF FINANCIAL RESULTS 2002-03 - YEAR IN REVIEW

The Society's surplus for the 2002-03 year was \$8,566, with the net asset position declining by \$4,833 (5.5%), based on a full accrual basis. However, as most members are familiar with the cash basis of the Society's operations my report will match predominantly with the Supplementary Accounts prepared on a cash basis of accounting.

The surplus of the Society was \$8,566 as compared to a budgeted surplus of \$8,250. An excellent result on our budgeting efforts.

Total Revenue for membership operations was \$94,502, meeting budgeted estimates of \$94,400. This was assisted greatly by the availability of workshops in a number of regions attracting new members.

Total Expenditure was \$115,591, over the budgeted figure of \$110,380, an increase in budgeted costs of \$5,211. Principal areas of additional expenditure were due to a number of factors and included:

- Additional investment in the AES web site \$1,450;
- Finance & Legal costs were \$1000 more than budgeted, principally due to increased audit cost due to insurance premiums, plus advice on the continuing tax status of the Society;
- Special projects, predominantly the 2002 Guest Speakers regional tour costs exceeding expected costs by approximately \$5,000 and exceeding income by approximately \$2,200, resulting in an overrun of \$6,368 for this area;
- Executive meeting costs – one meeting not held in 2001-02 and re-scheduled to 2002-03, plus an additional meeting resulting in a \$5,800 additional expenditure; and

The Society's cash assets increased by \$15,493, principally assisted by the \$27,654 surplus from the 2002 Wollongong conference. The Society's dependency for its continued financial sustainability of a target \$40,000 surplus for each Conference to the Society can not be over estimated.

OUTLOOK 2003 - 04

On current estimates the Society is budgeting for a deficit of potentially \$6,350, before 2003 conference result. The factors affecting this predominately relate to maintaining existing membership (taking into account increases in membership fees), increases to special projects funding by \$4,200, increases to regional expenditure of \$1,600 and general increases in administration supplies and services.

This is not to say that the Society is unable to meet its obligations to members and suppliers, as substantial cash reserves of approximately \$82,000 have been accumulated for such events. However, the affect this has on the finances of the Society is that the target for cash reserves of \$100,000 for the year ended 2004-05 may not be achieved until 2006-07.

If the Society's original target for Cash reserves is to be maintained, action is required in our income generating activities for 2003-04. The Meeting of the full Board at the 2003 Auckland Conference will address the options available.



Craig Trimble
AES Treasurer
04 September 2003

STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2003

	Note	2003 \$	2002 \$
CURRENT ASSETS			
Cash assets	5	82,121	66,628
Receivables	6	2,756	3,576
Other	7	2,177	23,782
TOTAL CURRENT ASSETS		<u>87,054</u>	<u>93,986</u>
NON CURRENT ASSETS			
Property, plant and equipment	8	449	-
Other	7	2,000	-
TOTAL NON CURRENT ASSETS		<u>2,449</u>	<u>-</u>
TOTAL ASSETS		<u>89,503</u>	<u>93,986</u>
CURRENT LIABILITIES			
Payables	9	526	2,738
Unearned revenue	10	-	10,837
TOTAL CURRENT LIABILITIES		<u>526</u>	<u>13,575</u>
TOTAL LIABILITIES		<u>526</u>	<u>13,575</u>
NET ASSETS		<u>88,977</u>	<u>80,411</u>
EQUITY			
Retained surplus	11	88,977	80,411
TOTAL EQUITY		<u>88,977</u>	<u>80,411</u>

The accompanying notes form part of these financial statements

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 JUNE 2003**

	Note	2003 \$	2002 \$
Revenue from ordinary operations	2	282,378	297,384
Cost of sales - publications		(21,858)	(15,220)
Membership services		(10,499)	(6,136)
Regional activities		(23,460)	(24,520)
Administration		(69,565)	(60,707)
Conference costs		<u>(148,430)</u>	<u>(148,701)</u>
Net surplus from ordinary activities		8,566	42,100
Total changes in equity	11	<u>8,566</u>	<u>42,100</u>

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2003**

		2003 \$	2002 \$
<u>Operating activities</u>			
Receipts from members and customers		298,376	326,518
Interest and dividends received		3,125	1,007
Payments to employees and suppliers		<u>(285,544)</u>	<u>(288,267)</u>
Net cash generated (used)	14(a)	<u>15,957</u>	<u>39,258</u>
<u>Investing activities</u>			
Payments for furniture and equipment		<u>(464)</u>	-
Net cash generated (used)		<u>(464)</u>	-
Net movement in cash and cash equivalents		15,493	39,258
Cash and cash equivalents at beginning of year		<u>66,628</u>	<u>27,370</u>
Cash and cash equivalents at end of year	5	<u>82,121</u>	<u>66,628</u>

The accompanying notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2003

Note 1: Statement of Accounting Policies

This financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards and other mandatory professional reporting requirements in Australia, other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Associations Incorporations Act 1991 of the Australian Capital Territory. The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

(a) Property, plant and equipment

Property, plant and equipment are brought to account at cost or at independent valuation, less, where applicable, any accumulated depreciation or amortisation. The depreciable amounts of all fixed assets having a limited useful life are depreciated over their useful lives commencing from the time the assets are ready for use. Minor fixed assets are written off in the year of acquisition. The carrying amount of fixed assets is reviewed annually by management to ensure it is not in excess of the remaining service potential of those assets. The Society uses both the straight line and diminishing value methods of calculating depreciation on fixed assets over useful lives between three and five years.

(b) Cash flows

For the purposes of the statement of cash flows, cash includes cash on hand, travellers cheques, cash at bank and bank bills maturing within one year.

(c) Foreign currency transactions and balances

Foreign currency transactions during the year are converted into Australian currency at the rate of exchange ruling at the date of the transaction. Amounts receivable and payable in foreign currencies at balance date are converted at the rates of exchange ruling at that date. All exchange differences are brought to account in the statement of financial performance of the financial year in which they arise.

(d) Income tax

No provision for income tax has been made in the financial report, as the Society is believed to be exempt from income tax.

(e) Comparative information

Where appropriate, comparative information has been reclassified to assist in the understanding of the financial report.

(f) Revenue recognition

Membership subscriptions

Membership subscriptions are payable annually in advance and are due on the anniversary of the month of joining. Membership fees are treated as income when the subscription is received.

Conference income and expenditure

Conference income and expenditure which is received or expended prior to year end, but which relates to a conference to be held after year end, is brought to account as conference income in advance (current liability) and conference prepaid expenses (current or non-current asset) and is carried forward to the year in which the event is held.

Where conference administration is outsourced, income received and expenditure incurred prior to year end, but which relate to a conference to be held after year end, have not been brought to account

Other revenue

Interest and other income is brought to account when earned.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2003

	2003	2002
	\$	\$
Note 2: Revenue from Ordinary Activities		
<i>Operating activities:</i>		
Revenue from sale of goods:		
Publications	3,611	3,696
Total revenue from sale of goods	<u>3,611</u>	<u>3,696</u>
Revenue from services:		
Membership fees	67,958	60,663
Special projects	31,249	41,314
Conferences	176,084	190,635
Other	1	1,487
Total revenue from services	<u>275,292</u>	<u>294,099</u>
<i>Total revenue from operating activities</i>	<u>278,903</u>	<u>297,795</u>
<i>Non-operating activities:</i>		
Interest	<u>3,475</u>	<u>(411)</u>
<i>Total revenue from non-operating activities</i>	<u>3,475</u>	<u>(411)</u>
<i>Total revenue from ordinary activities</i>	<u>282,378</u>	<u>297,384</u>
Note 3: Expenses From Ordinary Activities		
Depreciation of computers and software	15	-
Note 4: Auditors' Remuneration		
Remuneration of the auditor for:		
• auditing or reviewing the financial report	4,275	3,675
• other services	-	-
Note 5: Cash Assets		
Cash at bank - general account	11,689	29,389
Cash at bank - cash management account	70,232	36,413
Cash at bank- conference account	-	626
Cash on hand	200	200
	<u>82,121</u>	<u>66,628</u>
Note 6: Receivables		
CURRENT		
Trade and other debtors	2,082	3,252
Accrued interest	674	324
	<u>2,756</u>	<u>3,576</u>
Note 7: Other Assets		
CURRENT		
Prepaid conference expenses	341	17,937
Other prepayments	1,836	5,845
	<u>2,177</u>	<u>23,782</u>
NONCURRENT		
Prepaid conference expenses	<u>2,000</u>	<u>-</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2003

	2003	2002
	\$	\$
Note 8: Property, Plant and Equipment		
Furniture and equipment, at cost	489	489
Accumulated depreciation	<u>(489)</u>	<u>(489)</u>
	<u>-</u>	<u>-</u>
Computers and software, at cost	464	-
Accumulated depreciation	<u>(15)</u>	<u>-</u>
	<u>449</u>	<u>-</u>
	<u>449</u>	<u>-</u>

Movements in carrying amounts:

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year

	Furniture & equipment	Computers & software	Total
	\$	\$	\$
Opening balance	-	-	-
Additions	-	464	464
Disposals	-	-	-
Depreciation expense	<u>-</u>	<u>(15)</u>	<u>(15)</u>
Closing balance	<u>-</u>	<u>449</u>	<u>449</u>

Note 9: Payables

CURRENT

Unsecured liabilities:

Creditors and accrued expenses	<u>526</u>	<u>2,738</u>
	<u>526</u>	<u>2,738</u>

Note 10: Unearned Revenue

Income received in advance	<u>-</u>	<u>10,837</u>
	<u>-</u>	<u>10,837</u>

Note 11: Retained Surplus

Retained surplus at the beginning of the year	80,411	38,311
Net surplus attributable to members of the Society	<u>8,566</u>	<u>42,100</u>
Retained surplus at the end of the year	<u>88,977</u>	<u>80,411</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2003

Note 12: Board Members

The names of Board members who held office during the financial year were:

Ms Penny Hawkins	Mr Shaun Akroyd	Mr Graeme Harvey	Ms Sue Paterson
Dr Rick Cummings	Ms Robyn Bailey	Dr Robert Lake	Mr Graham Smith
Ms Anthea Rutter	Mr Scott Bayley	Ms Lorraine Larri	Ms Ruth Temple-Smith
Ms Susan Dawe	Mr Richard Elvins	Dr Chaoying Liu	Mr Alan Woodward
Mr Craig Trimble	Mr Doug Fraser	Ms Kate McKegg	Ms Jenny Young
Mr Anton Muller	Ms Susan Goff	Mr John Montz	

Those Board members who have been paid for providing professional services, such as training, to the Society, have done so under either normal commercial or concessional terms and conditions. Board members also received reimbursement of out-of-pocket expenses incurred on behalf of the Society. No other remuneration was received by Board members during the financial year.

Note 13: Society Objectives and Contact Details

The Society is an association incorporated under the Associations Incorporation Act 1991 of the Australian Capital Territory. The aim of the Society is to "provide education and training in matters related to evaluation and" to establish and promote ethics and standards in evaluation practice within Australia and New Zealand. The Society does not maintain an office. The postal address of the Society is P.O. Box 223, Lyneham, ACT, 2602, Australia.

	2003	2002
	\$	\$
Note 14: Cash Flow Information		
(a) Reconciliation of net cash relating to operating activities to net surplus		
Net surplus	8,566	42,100
Non-cash flows in operating surplus:		
Depreciation and amortisation	15	-
Changes in assets and liabilities:		
Receivables	820	(747)
Other current assets	19,605	1,830
Payables	(2,212)	2,738
Unearned revenue	<u>(10,837)</u>	<u>(6,663)</u>
Net cash relating to operating activities	<u>15,957</u>	<u>39,258</u>

(b) Non-cash transactions

There were no non-cash transactions during the current financial year.

(c) Unused credit facilities

The Society does not have any credit facilities.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2003
Note 15: Financial Instruments

This note sets out information regarding risks associated with financial instruments.

(a) Net Fair Values

The net fair value of financial assets and liabilities approximates the values shown in the statement of financial position and the notes thereto.

(b) Credit Risk

Credit risk is the risk that a financial asset will not be realised by the Society due to the default of the debtor.

The financial assets subject to credit risk are as follows:

	2003	2002
<u>Financial Assets:</u>	\$	\$
Cash and term deposits	81,921	66,428
Receivables	<u>2,756</u>	<u>3,576</u>
Maximum exposure	<u><u>84,677</u></u>	<u><u>70,004</u></u>

With the exception of the following, the Society does not have any material credit risk exposure to any single debtor or group of debtors:

- cash at bank and short term deposits held with ANZ Bank \$81,921 (2002:\$66,428)

(c) Interest Rate Risk

Interest rate risk is the risk that the value of a financial asset or liability will change due to interest rate fluctuations. The weighted average effective interest rate applicable to each class of financial asset and liability which is subject to interest rates are as follows:

- \$81,921 at 3.3% in respect of variable rate cash deposits (2002: \$66,428 at 2%)

INDEPENDENT AUDIT REPORT

To the Members
Australasian Evaluation Society Incorporated

Scope*The annual financial report and responsibility of the Board*

The annual financial report comprises the statement of financial position, statement of financial performance, statement of cash flows, accompanying notes to the financial statements and the Board report for Australasian Evaluation Society Incorporated (the association) for the year ended 30 June 2003.

The Board is responsible for the preparation and true and fair presentation of the annual financial report in accordance with the provisions of the *Associations Incorporation Act 1991 of the Australian Capital Territory*. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the annual financial report.

Audit approach

We conducted an independent audit in order to express an opinion to the members of the association. Our audit was conducted in accordance with Australian Auditing and Assurance Standards, in order to provide reasonable assurance as to whether the annual financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to assess whether in all material aspects the annual financial report presents fairly, in accordance with the *Associations Incorporation Act 1991 of the Australian Capital Territory*, Accounting Standards and other mandatory financial reporting requirements in Australia, a view which is consistent with our understanding of the association's financial position, and of its performance as represented by the results of its operations and cash flows.

We formed the audit opinion on the basis of these procedures, which included:

- examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the annual financial report, and
- assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the Board.

While we considered the effectiveness of management's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance on internal controls.

Our audit did not involve an analysis of the prudence of business decisions made by the Board or management.

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements and the *Associations Incorporations Act 1991 of the Australian Capital Territory*.

Qualification

It is not practicable for the Australasian Evaluation Society Incorporated to maintain an effective system of internal control over cash received from conference and membership activities until their initial entry into the accounting records. Accordingly, our audit is limited to amounts recorded as received in the accounting records of the association.

Qualified Audit Opinion

In our opinion, except for the effects of such adjustments, if any, as might have been determined to be necessary had the limitation described in the Qualification section above not existed, the annual financial report of Australasian Evaluation Society Incorporated:

- gives a true and fair view of the financial position of the association at 30 June 2003, and of its performance for the year ended on that date, and
- is presented in accordance with the *Associations Incorporation Act 1991 of the Australian Capital Territory*, Accounting Standards and other mandatory financial reporting requirements in Australia.

FIELDEN HUMMER & CO


Eric Hummer
Partner

Canberra, 2- September 2003.

2 Napier Close, Deakin ACT 2600

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Partners

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Steven Kouparitsas
Selina Stanford tel (02- 6124 2309

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stanford@fieldenhummer.com

SUPPLEMENTARY ACCOUNTS – CASH BASIS

The following accounts are presented on a cash basis.

	Actual June 2000	Actual June 2001	Actual June 2002	Budget June 2003	Actual June 2003	Differential	As a % of Budget
INCOME							
Memberships							
Memberships Renewal	47,970	43,014	49,214	50,000	49,388	-612	
Memberships New	2,340	9,785	8,576	9,000	15,195	6,195	
Libraries	314	454	2,873	3,000	3,375	375	
TOTAL Memberships	50,624	53,253	60,663	62,000	67,958	5,958	109.61%
Interest							
General Account	1,018	135	22		305	305	
Cash Management A/C	0	4,299	1,309	2,000	3,170	1,170	
Conferences A/C	499	0	0		0	0	
TOTAL Interest	1,517	4,434	1,331	2,000	3,475	1,475	173.77%
Publications							
Journals & Magazines	0	93	509	400	700	300	
Membership Directory	1,860	2,795	2,885	3,500	2,715	-785	
Sale of Previous Pub's	1,729	120	303		196	196	
TOTAL Publications	3,589	3,008	3,697	3,900	3,611	-289	92.58%
Special Projects							
Budget Y SP				25,000			
NZ Prof Dev	-180	0	0		3,485	3,485	
SA Workshop	1,483	350	2,637		0	0	
Arnold Love Workshop	0	2,750	780		0	0	
Regional Special Projects	0	0	3,660		1,423	1,423	
Qld Workshop	0	0	1,784		7,293	7,293	
WA Workshop - Kushner	0	0	2,330		1,950	1,950	
WA Workshop	0	0	3,143		-285	-285	
NT Workshop	0	0	3,063		0	0	
Darlington WSP					4,045	4,045	
Qld Kushner					3,545	3,545	
TOTAL Special Projects	1,303	3,100	17,397	25,000	21,457	-3,543	85.83%
Miscellaneous Income							
Miscellaneous Income	910	24	-256	1,500	0	-1,500	
TOTAL Miscellaneous	910	24	-256	1,500	0	-1,500	0.00%
TOTAL INCOME	97,034	63,819	83,388	82,400	96,502	14,102	117.11%
EXPENSES							
Memberships							
Annual Report & AGM	2,225	1,841	1,980	2,000	1,000	1,000	
Awards	1,427	668	305	500	1,062	-562	
Marketing	0	464	672	800	800	800	
Overseas Initiatives	1,016	0	0	5,000	4,732	268	
EvalNet Exps	5,000	0	0		0	0	
Web Site	8,110	601	691	1,500	2,956	-1,456	
Elections	4,850	0	0		382	-382	
Code of Ethics			2,488		130	-130	
Professional T/D				800	800	800	
Fellows					237	-237	
TOTAL Memberships	22,628	3,574	6,136	10,600	10,499	101	99.05%
Special Projects							
Training & PD Costs					1,710	-1,710	
NZ Prof Development					0	0	
Kushner Qld					3,584	-3,584	
Darlington WSP					1,970	-1,970	
WA Kushner					4,104	-4,104	
Seeding Sp Projects				5,000	5,000	5,000	
Auckland 2003					0	0	
TOTAL Special Projects	0	0	0	5,000	11,368	-6,368	227.36%
Publications							
Magazine	16,712	0	0		0	0	
Journal	15,262	12,891	11,205	18,000	17,584	416	
Membership Directory	3,675	5,194	4,014	4,100	4,274	-174	
TOTAL Publications	35,649	18,085	15,219	22,100	21,858	242	98.90%
Regional Activities							
News South Wales	240	422	0	300	56	244	
Victoria	147	533	0	300	542	-242	
South Australia	790	165	56	300	159	141	
Western Australia	974	394	245	300	388	-88	
Queensland	402	139	858	300	991	-691	
Canberra Region (ACT)	544	367	0	300	73	227	
Northern Territory	78	71	0	300	90,91	209	
Tasmania	615	0	0	300	300	300	
TOTAL Regional Activities	3,790	2,091	1,159	2,400	2,300	100	95.83%

More expenses over page.....

Supplementary Accounts – Cash Basis Cont....

EXPENSES Continued....

	Actual June 2000	Actual June 2001	Actual June 2002	Budget June 2003	Actual June 2003	Differential	As a % of Budget
Administration							
Finance & Legal	20,539	5,406	3,834	4,300	5,478	-1,178	
Executive	5,219	6,519	2,277	3,000	8,884	-5,884	
Board	9,910	3,694	6,975	6,000	6,885	-885	
Admin Services	36,905	34,883	29,016	36,900	37,182	-282	
GST & Systems Upgrades	4,650	1,120		500		500	
Bank & Merchant Fees	1,273	3,461	387		606	-606	
Merchant			5,816	6,000	975	5,025	
Stationary & Printing	2,472	1,307	2,860	2,500	1,466	1,034	
Postage & Couriers	2,687	1,778	1,944	2,000	2,583	-583	
Phone Fax & Data	2,629	2,722	3,898	4,000	1,973	2,027	
General/Other Exps	394	499	1,871	2,000	1,246	754	
Storage	0	3,415	129	0	74	-74	
Depreciation	0	80	0	80	15	65	
Insurance	0	2,478	1,700	3,000	2,199	801	
Asset Write Downs	0	409	0				
TOTAL Administration	86,678	67,771	60,707	70,280	69,565	715	98.98%
TOTAL EXPENSES	148,745	91,521	83,221	110,380	115,991	-5,211	104.72%
OPERATING PROFIT/LOSS	-51,711	-27,702	167	-27,980	-18,989	-8,891	68.22%
CONFERENCE PROFIT/LOSS		19,730	41,935	20,000	27,654	27,654	
AES NET PROFIT / LOSS		-7,972	\$42,102	\$8,520	\$8,985	-\$45	

Supplementary Accounts – Cash Basis Cont....

2002 Wollongong Conference Income & Expenses, including comparisons

ITEM	2000 Actual Geelong	2001 Actual Canberra	2002 Actual Wollongong
CONFERENCE INCOME			
Registration			
Full Registration - member	73,835	147,542	174,329
Refunds			-784
TOTAL Registration	73,835	147,542	173,545
Sponsorship		30,250	2,311
Functions			
Dinner & Reception		7,680	
Additional Funds		5,164	
TOTAL FUNCTIONS	0	12,844	0
Other Income		-729	227
TOTAL INCOME	73,835	189,907	176,083
CONFERENCE EXPENSES			
Managers Fees	12,977	9,770	23,700
Venue Hire	13,996	44,932	4,364
Catering			32,905
Equipment/Display	2,269	5,046	6,910
Dinner & Reception Costs	5,163	1,243	8,981
Guest Speakers			
Speakers Fees		903	3,100
Speakers Costs	4,554	28,725	11,123
TOTAL Guest Speakers	4,554	29,628	14,223
Design/Printing/Production			
Advertising & Promotion	6,240	663	9,235
Programs	1,996	0	4,300
Name Badges	162	0	412
Satchels	230	0	163
Web Page		2,841	4,270
Postage, Printing & Courier			840
TOTAL Design/Printing/Production	8,628	3,504	19,220
Communications	189		
Postage/Freight/Couriers	2,581	2,761	
Other Expenses			
Site Inspection Costs	511		
Other	3,237		
Bank/Merchant Fees		3,830	
Insurance		2,025	6,572
Stationary			103
Misc Conf			148
Other		814	547
TOTAL Other	3,748	6,669	7,370
Discounts		2,638	
Telephone, Fax & Email			1,608
Secretarial			1,121
Conference Proceedings		5,434	
Conference Supplies		2,253	
Printing/Copying	??	370	544
ISSS Support		2,216	
Evaluation Costs		2,351	2,802
Exhibition Costs		3,492	
Workshop Expenses		269	24,681
Prepaid Expenses		25,396	
TOTAL EXPENSES	54,105	147,972	148,429
OPERATING PROFIT	19,730	41,935	27,654

AES 2003-04 BUDGET

As at 05 September 2003

AES Budget Information for AGM 2003	2001-2002 Actual	2002-2003 Budget	2002-2003 Actual	Budget 2003- 04	As a % of Total
Income					
Memberships				71,000	
Memberships				71,000	
TOTAL Memberships	60,663	62,000	67,958	71,000	70.30%
Interest				2,000	
Interest				2,000	
TOTAL Interest	1,332	2,000	3,475	2,000	1.98%
Publications					
Journals & Magazines			700	500	
Membership Directory	2,885	3,500	2,715	2,500	
Sale of Previous Pub's	303	400	196		
TOTAL Publications	3188	3900	3611	3,000	2.97%
Special Projects					
Budget SP	17,953	25,000	21,457	25,000	
TOTAL Special Projects	17,953	25,000	21,457	25,000	24.75%
Misc	252	1,500	1		
					100.00%
EXPENSES					
Memberships					
Annual Report & AGM	1,980	2,000	1,382	2,000	
Awards	305	1000	1,062	500	
Marketing	672	800		800	
Overseas Initiatives			4,732	5000	
Web Site	691	1,500	2,956	1,500	
Professional T/D		800		700	
Ethics/standards	2,488		130		
Fellows			237		
TOTAL Memberships	6,136	6,100	10,499	10,500	8.37%
Special Projects					
Seeding Sp Projects		5,000	11,368.00	15,000	
TOTAL Special Projects		5,000	11,368.00	15,000	11.95%
Publications					
Journal	11,205	18,000	17,584	20,000	
Membership Directory	4,014	4,100	4,274	5,000	
TOTAL Publications	15,219	22,100	21,858	25,000	19.92%
Regional Activities					
News South Wales		300	56	500	
Victoria		300	542	500	
South Australia	56	300	159	500	
Western Australia	245	300	388	500	
Queensland	858	300	991	500	
Canberra Region (ACT)		300	73	500	
Northern Territory		300	91	500	
Tasmania		300		500	
TOTAL Regional Activities	1,159	2,400	2,300	4,000	3.19%
Administration					
Finance & Legal	3,837	4,300	5,478	5,000	
Executive	2,277	3,000	8,884	5,000	
Board	6,975	6,000	6,885	6,000	
Admin Services	47,620	56,980	48,318	55,000	
TOTAL Administration	60,709	70,280	69,565	71,000	56.57%
TOTAL EXPENSES	83,223	105,880	115,590	125,500	100.00%
OPERATING PROFIT/LOSS	165	-11,480	-19,088	-24,500	
CONFERENCE PROFIT/LOSS	41,935	40,000	27,654	18,150	33,916
Attendee numbers				200	250
AES NET PROFIT / LOSS	\$42,100	\$28,520	\$8,566	-\$6,350	\$9,416
Outstanding Sponsorship				20,000	20,000
TOTAL				\$13,650	\$29,416

AES Statistics

MEMBERSHIP

Region	1 July 1999	1 July 2000	1 July 2001	1 July 2002	30 Dec 2002	2002 conference specials*	1 July 2003
NZ - Auckland	26	23	24	26	28	4	29
NZ - Wellington & South Island	77	72	80	84	94	10	84
NZ - South Island	10	3					
ACT	68	71	64	72	72	9	65
NSW	105	107	94	100	113	11	104
NT	36	29	19	16	16		15
QLD	77	70	63	74	84	6	83
SA	64	63	52	51	55	1	55
TAS	16	13	7	7	12	2	10
VIC	132	129	109	125	132	7	124
WA	67	67	62	66	69	3	72
International	15	18	18	20	20		17
Reciprocal	1	1	1	1	1		1
TOTAL	694	666	592	642	696	53	659
New members	74	48	89	134	112		100
Non renewals		76	163	102	58		83

*Included in numbers in previous column

AUSTRALASIAN
EVALUATION
SOCIETY INC.

APPLICATION FOR MEMBERSHIP*

Return with payment to: AES, P O Box 223, LYNEHAM, ACT 2602, Australia
Tel: +61 2 6262 9093 Fax: +61 2 6262 9095 Email: aes@aes.asn.au Web: www.aes.asn.au

TAX INVOICE ABN 13 886 280 969

Title: _____ Given Name: _____ Surname: _____
 Position: _____
 Organisation: _____
 Address for Correspondence: _____
 _____ State/Country: _____ Postcode: _____
 Phone: Work: _____ Home: _____ Mobile: _____
 Fax: _____ Email: _____

MEMBERSHIP CATEGORY: Personal Position

EMPLOYMENT SECTOR (tick one box only)

- | | |
|--|---|
| <input type="checkbox"/> New Zealand Government | <input type="checkbox"/> Private Sector |
| <input type="checkbox"/> Commonwealth Government Australia | <input type="checkbox"/> Unwaged/retired |
| <input type="checkbox"/> State Government Australia | <input type="checkbox"/> Higher Education |
| <input type="checkbox"/> Local Government Australia | <input type="checkbox"/> Consultancy Firm |
| <input type="checkbox"/> Not-for-Profit Organisation | <input type="checkbox"/> Other (incl. Overseas) |

PRIVACY

Members contact details are used to provide members with AES publications and information on national and regional activities. Details are published in the annual Directory of Members which is sent to all members and designed to facilitate professional networking and communication. Information is not provided to any other party or on-sold to any other organisation or individuals.

FIELD OF INTEREST (please number in order)

- | | | | |
|---|--|---|--|
| <input type="checkbox"/> Health | <input type="checkbox"/> Training | <input type="checkbox"/> Crime Prevention / Justice | <input type="checkbox"/> Information Technology |
| <input type="checkbox"/> Human Services | <input type="checkbox"/> Community Development | <input type="checkbox"/> Public Sector | <input type="checkbox"/> Education |
| <input type="checkbox"/> Evaluation Methodology | <input type="checkbox"/> Evaluation Theory | <input type="checkbox"/> Environment | <input type="checkbox"/> Human Resource Development |
| <input type="checkbox"/> Indigenous Evaluation | <input type="checkbox"/> Transport | <input type="checkbox"/> Arts / Heritage / Culture | <input type="checkbox"/> Audit / Performance Measurement |

Other: _____

PLEASE ATTACH DETAILS OF YOUR EVALUATION INTERESTS/QUALIFICATIONS/EXPERIENCE (no more than one A4 sheet)

APPLICATION DATE: _____ / _____ / 200

- | | |
|---|--|
| <input type="checkbox"/> \$A110 + \$11 = \$121 | Full membership (incl. GST) – Australian Members |
| <input type="checkbox"/> \$A110 | Full membership (excl. GST) – NZ & Overseas Members |
| <input type="checkbox"/> \$A60 | Member of Canadian Evaluation Society (living outside Australasia) |
| <input type="checkbox"/> \$A55 + \$5.50 = \$60.50 | Student* (incl. GST) – Australian Members |
| <input type="checkbox"/> \$A55 | Student* (excl. GST) – NZ & Overseas Members *Please supply documentation |

CREDIT CARD: Visa / Mastercard / Bankcard / AMEX accepted

Card Number: _____ Card holder Name: _____

Expiry Date: _____ Signature: _____

If accepted as a Member, I will be bound by the Society's Constitution and Code of Ethics. (Copies of the above documents are available on the Society's web site or through National Office). I understand that my name and contact details will appear in both electronic and hard copy format in the AES Directory of Members.

Signature: _____ Date: _____

***Applications for membership require ratification by the AES Board. Applicants will be notified as soon as approval is received.**