



# ANNUAL REPORT

JULY 2007 - JUNE 2008

AUSTRALASIAN EVALUATION SOCIETY INC.

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## REPORT FROM THE PRESIDENT

As in past years AES has had a successful and varied 12 months with very good progress made in key strategic areas, particularly in relation to the governance of the Society. A response to the recommendations of the 2006-07 independent review, of the Society's governance was developed and made available to members for discussion. A resolution to move forward the change process will be put at the 2008 AGM. My thanks to Graeme Harvey and his team for the work they have undertaken in the past year to reach this stage.

The 2007 annual conference in Melbourne attracted the largest attendance yet and a lively debate was generated around 'doing evaluation better' and the way in which evaluation processes and outcomes could be improved. The opportunity to meet other evaluators and stakeholders, and debate theory and practice made for a stimulating time for all. My thanks go to the hard working members of the 2007 Conference Committee, under the convenorship of Graeme Harvey, for the time and energy they put into make this such a success. Thank you to all of those who attended for the helpful comments made in evaluating the conference. These ensure that subsequent conferences build on what went before, modelling best evaluation practice. We are now looking forward to thought-provoking discussion around *Evaluation: Adding value* in Perth, where Gaye MacKenzie and the WA committee are working to ensure the success of this year's conference.

This year saw the establishment of a Professional Learning Committee, convened by Paul Chesterton. While presenting an introductory evaluation workshop in a number of the regions, Paul took the opportunity to consult with members about what they want from AES in terms of their future professional learning. Regional workshops have provided a very good service to members as well as bringing in new members who are involved in evaluation in a variety of capacities. In 2007-08, 13 workshops were conducted in Australia and New Zealand, attracting 199 participants.

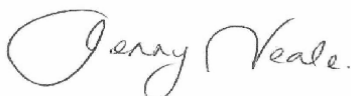
A lot of the AES activity would not be possible without the enormous amount of work undertaken by the Regional Committees. The reports from the regional representatives give an idea of the scope of what has been covered in the past 12 months. I would like to thank all these AES members for what they have achieved and hope that others will take the opportunity to be involved in supporting and contributing to activities in their region.

As the previous AES President, Rick Cummings, commented last year, the Society's membership numbers continue to grow and have surpassed last year's eight year high of 795 members, reaching 903. Tables later in the report show the composition of the membership. The nature of the evaluation sector means that people are moving in and out of it, which makes it difficult to draw firm conclusions about retention and reasons for renewal or not of membership.

The Publications Committee chaired by John Owen, has achieved a lot in terms of providing information for members. I am sure many of you have taken advantage of members' online access to the international journal, *Evaluation Program and Planning*.

AES has continued its focus on Indigenous evaluation, particularly through the availability of contestable scholarships to support people working in Indigenous evaluation to attend the annual conference.

Finally, I would like to thank the members of the Board and the Executive for their commitment and hard work over the past 12 months. Thank you to Graham Smith who left the job of Treasurer during the year to convene the Canberra Conference Committee; to Cheryl Reed who took over from him; to Graeme Harvey as Vice President, and to Diana Beere as Secretary. Thank you to the Convenors and members of the other committees, to Judy Pearce and the great staff at Expert Conferences whose work in supporting AES and its activities keeps us going. As we move forward into the next year, we have a strong base to go from to meet the challenges posed by a new structure and in ensuring that AES meets its objectives as an advocate for excellent evaluation.



Jenny Neale, President

## THE AUSTRALASIAN EVALUATION SOCIETY

The Australasian Evaluation Society (AES) is a professional organisation for people involved in evaluation. The AES has over 900 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 centred 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, 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 as a service to the community
- encouraging advances in the theory and practice of evaluation by publishing such advances and by recognising outstanding contributions
- providing education and training in matters related to evaluation
- providing forums for networking and the discussion of ideas including Society publications, seminars, workshops and conferences
- acting as an advocate for evaluation and encouraging understanding about the use and application of evaluation
- linking members with similar evaluation interests, and
- other activities consistent with this aim.

### MEMBERS' BENEFITS

- Recognition and support – belong to the premier professional evaluation organisation in Australia and New Zealand, with a network of more than 900 practitioners involved in all aspects of evaluative enquiry and performance measurement
- Professional development – keep up-to-date through our publications, workshops and conferences
- Networking – make contacts with colleagues in evaluation by joining in regional group meetings and other activities for training, networking and discussion of current evaluation topics
- Publications – receive AES publications including the *Evaluation Journal of Australasia* and the *Guidelines for the ethical conduct of evaluations*
- Members only web-page – electronic access to information for members only, including the latest issue of the *Evaluation Journal of Australasia*, *E-News* and the *Directory of AES Members*
- International journal – electronic access to the international journal *Evaluation Program and Planning*
- Awards – submit nominations for the prestigious AES annual Awards for Excellence in Evaluation
- Promotion and marketing – promote members' consultancies through the web-based Consultants Directory and receive tender information sent to the AES office
- International evaluation conferences – stay in touch with the latest trends and issues in evaluation through the annual AES International Conference, for which members receive advance notice and discount registration fees

- Learn from the experts – leading local and international evaluators are involved in our conferences and in regional professional learning and development activities
- International links – be part of an international network of evaluation societies.

Further details about AES membership can be found on our website at <http://www.aes.asn.au>.

A membership application form is available at <http://www.aes.asn.au/membership>.

## 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

Objective 1: To be the major authority on, and principal advocate for, evaluation in the Society's sphere of influence

Objective 2: Evaluation knowledge, skills, and values are exchanged between practitioners, organisations and evaluation societies

Objective 3: Links between evaluation interests are established and used by practitioners

Objective 4: Professionalism in the practice of evaluation is accepted by organisations, practitioners and societies

Objective 5: Membership of the Society is optimised to meet the Society's aims

Objective 6: Management of the Society's affairs is conducted efficiently and cost effectively

## PRIORITY AREAS FOR 2007-08

- Improving member services – Identifying and implementing additional benefits
- Working effectively with regions – Providing more support for regional activities
- Developing strategic relationships – Developing relationships with Indigenous organisations, other societies and associations in Australia and internationally
- Governance of the Society – Considering findings and recommendations of the review of governance

## KEY OBJECTIVES & STRATEGIES 2007-08

### Objective 1: To be the major authority on, and principal advocate for, evaluation in the Society's sphere of influence

Strategy	Activity	Timeline	Responsibility <sup>1</sup>
1. Recognition internationally and in Australasia as the main professional body for evaluation in Australasia	Involvement in international partnership of evaluation organisations	Ongoing	Convenor, International Relations Committee
	Responding to and initiating contacts with other professional organisations, government agencies, private organisations etc	Ongoing	President and Regional Representatives
	Promoting the Society to relevant government agencies, private organisations etc	Ongoing	President and Convenors of Regional Committees
2. Referral Base for evaluation expertise	Maintenance, expansion and promotion of data base of consultants	Ongoing	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	Provide a series of workshops in regions	Planned by September 2007, delivered before 2008 Conference	Vice President
	Sponsor and organise annual International Conference	September 2007 September 2008	Vice President with Convenor and Planning Committee
	Organise and promote regional seminars and meetings and other activities	Ongoing	Regional Representatives
	Send <i>E-News</i> to members and put on the Society's website	Quarterly	<i>E-News</i> Editor
2. Produce publications and use electronic communication to disseminate evaluation information	Publish <i>Evaluation Journal of Australasia</i> twice yearly	July 2007, December 2007	Convenor, Publications Committee, <i>EJA</i> Editor/s
	Provide <i>EJA</i> on the AES website	After publication	
	Develop option for members to access <i>EJA</i> online only	January 2008	
	Provide online access to <i>Evaluation and Program Planning</i>	January 2008	
	Provide relevant links on AES website	Ongoing	

<sup>1</sup> The Constitution states that the Board shall manage and control the affairs of the Society; and the President shall provide leadership to the Society in furthering its aim. In addition, all members are encouraged to take responsibility for furthering the objectives of the Society. The people listed under 'responsibility' have primary carriage for coordinating the activity, but should also consult with members and report to the Board and President. In many cases, they will also be assisted by the Administrator.

3. Identify and support appropriate strategic initiatives	Develop strategic initiatives of significance to the work of the AES for each financial year.  Strategic initiatives could reflect a population, field or topic that requires specific attention to raise its profile and put in place a range of strategies that are sustainable	Review selection of strategic initiatives to be supported prior to each AGM	President and Executive Committee
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### 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	Provide updated directory of members online	July 2007	Administrator
	Develop and maintain AES website	Ongoing	Convenor, Publications Committee
	Develop secure members only section	January 2008	
	Identify and conduct joint activities with other professional bodies e.g. IPAA, academia, other evaluation societies	Ongoing	President and Regional Representatives
	Develop collaborative relationship with ANZEA	Ongoing	
	Facilitate linkages with international evaluation organisations and activities through website, publications, joint memberships, international partnerships of evaluation organisations, IOCE (International Organisation for Cooperation in Evaluation)	Ongoing	Convenor, International Relations Committee
	Encourage networking at regional levels (see earlier comments about inclusion of regional roles)	Ongoing	Regional Representatives
	Sponsor and promote visits by international speakers	Ongoing	Regional Representatives
	Promote Indigenous conference scholarships and select recipients	June 2008	Convenor, Conference Planning Committee Scholarship working group

### 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	Promote, administer and recommend annual awards by the AES	September 2007	Convenor, Awards Committee
	Advise Executive and Board on appointment of Fellows	September 2007	Convenor, Fellows Committee
2. Promote ethical conduct in the practice of evaluation	Promoting awareness and encouraging discussions	Ongoing	Convenor, Ethics Committee and Regional Representatives

**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	Ongoing	
	Identify, arrange and promote membership benefits	Ongoing	President, Regional Representatives
	Maintain accessible database of consultants	Ongoing	Administrator
	Advertising of regional activities	Ongoing	Regional Representatives
	Develop website to attract enquiries about AES	Ongoing	Publications Committee
	Identify and target departments, agencies and organisations which may be interested in AES membership including the public sector (local / State / Commonwealth government) and universities and professional organisations	Ongoing	Regional Representatives, President
	Follow up lapsed members	Ongoing	Administrator/Regional Representatives
2. Engender and sustain interest in current and potential regions	Visits to potential regions, lapsed regions	Ongoing	President

**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 Board manual	Ongoing	Vice President
	Develop draft Business Plan for consideration by Board	July 2007	Secretary
2. Develop and maintain efficient membership support systems	Prepare and publish Annual Report	August 2007	Secretary
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	President and Secretary
	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/August 2007	Returning Officer
	Maintain accurate accounts & quarterly BAS statements	Ongoing	Treasurer and Administrator
	Oversee preparation of financial statements for financial year	July 2007	Treasurer and Administrator



Strategy	Activity	Timeline	Responsibility
	Oversee conduct of audit	July 2007	Treasurer
	Prepare income and expenditure reports for each Board and Executive Meeting	Ongoing	Treasurer
	Distribute reports for each Board and Executive meeting	Ongoing	Administrator
4. Review constitution	Identify and propose recommended changes for AGM	July 2007	President
5. Review and improve governance arrangements	Maintain risk management plan	Ongoing	Treasurer
	Monitor legal structure	Ongoing	President and Treasurer
	Consider recommendations of Review of Governance	September 2007	Board
	Implement relevant recommendations	June 2008	Board



# AWARDS

## AWARDS COMMITTEE

Professor Peter Bycroft	Convenor, Queensland
Professor Brian English	Committee member, Western Australia
Prue Oxley	Committee member, Wellington
Ellen Vasiliauskas	Committee member, Queensland

The aim of the AES Awards for Excellence in Evaluation is to encourage the development of evaluation and high quality evaluation practice in Australasia. In 2007, seven awards were offered by the Society, including two new awards, the Emerging New Talent Award and the Indigenous Evaluation Award.

Two of the awards recognise individual evaluators nominated by their peers: the Outstanding Contribution to Evaluation (ET&S) Award and the Emerging New Talent Award. Five awards recognise organisations, project teams, specific evaluation projects, programs or systems nominated by the evaluators and/or the organisations involved: the Best Evaluation Publication Award (the Caulley Tulloch Award), the Best Evaluation Study Award, the Best Evaluation Policy and Systems Award, the Community Development Evaluation Award and the Indigenous Evaluation Award.

## 2007 AWARD WINNERS

The following awards were presented at the 2007 AES International Conference dinner in Melbourne in September.

### **The Outstanding Contribution to Evaluation (ET&S) Award 2007**

This award is presented to an AES member in recognition of an outstanding contribution to evaluation and was presented to Penny Hawkins. Penny has a long history of service and commitment to the profession of evaluation. She has made a significant contribution to evaluation in many contexts: within the New Zealand public sector, training for evaluation, building capability, leadership at the helm of the AES, and internationally. She has strongly encouraged public sector users of evaluation to participate in evaluation as well as marginalised communities, especially Indigenous communities and aid recipients. Her contribution is truly Australasian: New Zealand, Australia, the Pacific and Asia.

### **The Best Evaluation Publication (Caulley Tulloch) Award 2007**

No award was presented in this category in 2007.

### **The Emerging New Talent Award 2007**

This aim of this new AES award is to provide recognition to emerging new evaluators who demonstrate the potential to contribute significantly to the field of evaluation. The award was presented to Bradley Shrimpton from Melbourne University for an impressive range of achievements and contributions, particularly in terms of the creative and innovative use of visual methods in evaluation. His communication and presentation skills in particular are highly valued by the organisations for which he has worked.

### **The Best Evaluation Study Award 2007**

This is awarded to an individual or team that has conducted an evaluation study which 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.

The award went to the Consortium for the Strategy 2000-2004 Evaluation at CIRCLE, RMIT for an *Evaluation of the Stronger Families and Communities Strategy 2000–2004*. The Consortium team included Associate Professor Patricia Rogers, Ms Sue Funnell, Mr John Scougall, Ms Keryn Hassall, Mr Peter Tyler, Associate Professor Gerald Elsworth, Ms Sue Kimberley, and Ms Kaye Stevens. The project team received the award for an evaluation that was, overall, soundly structured, using program theory and the application of different types of program logic. An effective methodology was designed for dealing with and reporting on a diverse range, size and shape of projects. The methodology clearly engaged internal and external stakeholders and a diversity of communities. The project team also demonstrated an ability to deal effectively with major challenges in implementing a long-term evaluation without compromising the evaluation deliverables. The study provided comprehensive and well-communicated reporting across a diverse range of projects. The qualitative cost-benefit analysis tool was a useful development and significant contribution to evaluative methods.

The Committee also commended Dale Miller and Karen Trimmer, Department of Education and Training, Western Australia, in recognition of the contribution made through the Middle School Evaluation.

### **The Best Evaluation Policy and Systems Award 2007**

This is awarded to an individual or team that has the best integrated design and implementation of evaluation systems or frameworks. Nominees must include a partnership with their clients. The scope includes programs, products, services, personnel, management strategies and other initiatives.

This was awarded to Ms Karen Goltz, Health Promotion/Public Health, Department of Human Services and Professor Yoland Wadsworth, Dr Ani Wierenga and Ms Gai Wilson, c/- Youth Research Centre, Melbourne University for *The NEAR (Narrative Evaluation Action Research ) organisational evaluation capacity-building initiative*. The Awards Committee felt that this was a very thorough piece of work that dealt with complex realities effectively incorporated into the assessment along with other modes of monitoring and evaluating. It was a high quality and innovative work using "narrative evaluation action" methodology in health promotion.

### **The Community Development Evaluation Award 2007**

No award was presented in this category in 2007.

### **The Indigenous Evaluation Award 2007**

The aim of the award is to recognise policy, project or program evaluations where the evaluation demonstrates sensitivity, professionalism, excellence and achievement in involving Indigenous communities, addressing Indigenous issues or with a significant benefit to Indigenous policy development. Award winners in this category may also demonstrate the development of evaluation modelling, methods or techniques with a focus on the needs and perspectives of Indigenous communities or the Indigenous sector.

This was awarded to Dr Inez Dussuyer, Ombudsman Victoria and the Indigenous Project Team for the *Victorian Implementation Review of the Recommendations from the Royal Commission into Aboriginal Deaths in Custody*. This project was recognised as a sound and comprehensive evaluation initiative in the emerging Indigenous evaluation sector.

## **OVERVIEW OF ACTIVITIES 2007-08**

Since 2006, the AES Awards Committee has undertaken a review of the AES awards. The review included consultation with AES members about the number and type of awards and about the awards process. A new suite of AES annual awards and a new set of weighted awards criteria was pilot tested in 2007. As a result of member feedback and of Awards Committee re-assessment, the new awards suite and selection criteria were recommended to the AES Board in early 2008. The new awards suite retained the new selection criteria, but dropped the weighting of these criteria for different awards. The Awards Committee also produced a guideline document entitled *AES Awards for Excellence in evaluation: Policies, procedures and practices*.

The 2006 to 2008 review of AES awards has delivered a new suite of awards with the assessment criteria and the awards process now more transparent and auditable. A policy for the appointment of Awards Committee judges and their retirement has been developed and the process of assessment of the awards has been made more explicit. The final report on the Awards Review is currently the subject of AES Board discussion with a view to adoption (with Board edits and amendments) by December 2008.

In 2007-08, two long-serving members retired from the Awards Committee. Associate Professor Paul Chesterton and Dr Zita Unger retired and were replaced by Professor Brian English and Ms Ellen Vasiliauskas.

## **PLANNING FOR 2008-09**

Subject to the adoption of the Awards Review Report and the recommended *AES Awards for excellence in evaluation: Policies, procedures and practices*, the Awards Committee will begin full implementation. The Awards Committee has also commenced a systematic process of succession planning for the appointment and retirement of Awards Committee members.

## **LIFE MEMBER**

Anona Armstrong

# FELLOWS

## INTRODUCTION

In 2002-03, after extensive consultation with members, the Society developed a special membership category, the AES Fellows, for its most experienced and esteemed members. This initiative supports [Objective 4](#) of the AES Business Plan: Professionalism in the practice of evaluation is accepted by organisations, practitioners and societies.

The policies and associated information regarding the Fellows are available online at <http://www.aes.asn.au/fellows/fellows.html#1>.

## AES FELLOWS

The Fellows of the Society are:

Anona Armstrong, Victoria	Darrel Caulley, Victoria
Sue Funnell, New South Wales	Chris Milne, New South Wales
John Owen, Victoria	Colin Sharp, South Australia
Ralph Straton, Western Australia	Ian Trotman, Wellington
Jerome Winston, Victoria	Yoland Wadsworth, Victoria

## FELLOWS COMMITTEE MEMBERS

Colin Sharp	Convenor, South Australia
Anona Armstrong	Fellow, Victoria
Peter Bycroft – represented by Zita Unger while overseas	Convenor, Awards Committee (ex officio member), Queensland
Yvonne Darlington	Regional Representative (ex officio member), Queensland
Chris Milne	Fellow, New South Wales

The policy is to have three Fellows on the Committee along with a Regional Representative and the Convenor of the Awards Committee <http://www.aes.asn.au/fellows/fellows.html#8>

The call for nominations (February 2008) did not result in any submissions, so the Committee did not meet to select a new Fellow. This is consistent with the expectation that there be a limited number of Fellows - see the Fellows Policy <http://www.aes.asn.au/fellows/fellows.html#6>

## OVERVIEW OF COMMITTEE ACTIVITIES FOR 2007-08

### Projects

1) The biggest project was the trial of the proposed five component *System for processing conference Presentations* which was recommended following the 2007 AES Conference. The Board accepted the proposed system in principle, and requested the Perth Conference Committee to implement a pilot of this process for the 2008 Conference and evaluate its operation, prior to its finalisation and inclusion in the *Conference manual*. Ralph Straton led the application of this system for the 2008 Conference.

2) Last year the Board engaged in a review of the Society's governance. As a follow-up activity, Sue Funnell commenced a project to compile and identify the status of existing formally endorsed *Board AES Policies, procedures and standards*. This project has been temporarily interrupted due to personal circumstances. There have been progress reports and the work should pick up to be completed in the next year.

### Contributions of Fellows

Other activities of Fellows have included:

- Anona Armstrong – Book reviewer and referee for *EJA*, member of the Fellows Committee
- Darrel Caulley – Book Review Editor for the *EJA*
- Sue Funnell – Book reviewer and referee for *EJA*
- Chris Milne – Book reviewer and referee for *EJA*; member of the Fellows Committee; member of the Professional Learning Committee

- John Owen – Convenor of the Publications Committee; assisted with the development of the *System for processing conference presentations*
- Colin Sharp – Convenor of Fellows Committee; co-ordinating the Round Table with the Fellows at Perth 2008 Conference
- Ralph Straton – 2008 Conference Committee and led the development of the *System for processing conference presentations*. A report on this system is expected to be part of the 2008 conference evaluation
- Ian Trotman - Book reviewer and referee for *EJA*; contributed to the development of the *System for processing conference presentations*
- Yoland Wadsworth – Ex officio member of the Victorian Regional Committee
- Jerome Winston – Book reviewer and referee for *EJA*; liaison with Victorian Regional Committee.

## Planning for 2008-09

Apart from the ongoing contributions of the Fellows (as above), the Fellows are planning to:

- review and recommend process for access to services for Members in outgoing regions;
- evaluate and maintain the Board AES Policies, Procedures and Standards project outcomes;
- evaluate the System for Processing Conference Presentations in conjunction with the Conference Evaluation for the Board to be ready for the next AES Conference.;
- develop proposal for an Honour Roll to be put to AES Board;
- develop proposal for Special Interest Groups to be put to AES Board;
- review Round Table Discussion sessions at AES Conferences.

## ETHICS

Alan Woodward has been Convenor of the Ethics Committee during 2007-08. The Committee did not meet during this period.

Specific information and advice to AES members on ethics issues has been provided, upon request.

The AES resources on ethics – the *Code of Ethics* and the *Guidelines for the ethical conduct of evaluations* – have been requested by numerous people during the period. In particular, the Queensland University of Technology requested a bulk supply of the *Guidelines* for academic staff development programs. The Carlton University in Canada has also requested copies for its *International program for development evaluation training*.

### PLANNING FOR 2008-09

While it has been difficult to engage AES members in the work of the Ethics Committee, there remains an interest in ethics issues among individuals and organisations. For 2008-09, a review of the Society's *Code of ethics* might be a way of re-generating interest in the work of the Ethics Committee.

## INTERNATIONAL RELATIONS

### COMMITTEE

Penny Hawkins	Convenor, Wellington
John Owen	Committee member, Victoria
Jessica Kenway	Committee member, Victoria

### OVERVIEW OF ACTIVITIES 2007-08

- Penny Hawkins represented the AES on the IOCE Board/Executive, including attendance at a Board meeting in January 2008 and a teleconference
- Assistance was provided in identifying and engaging international keynote speakers for the Society's 2007 conference.

- Copies of the AES *Guidelines for the ethical conduct of evaluations* were provided free of charge to Carlton University for use in the *International program for development evaluation training*.
- A roundtable session on *International evaluation* was held at the 2007 conference in Melbourne and the AES hosted a reception for international visitors to the conference.
- The EvalLeaders discussion forum was launched by IOCE for leaders from member evaluation associations. The AES President, International Relations Committee Convenor and a committee member are to representatives the Society's on the forum.
- The Committee has responded to an increasing number of enquiries about the AES from different countries this year.
- The AES is linked through IOCE to the Network of Networks on Impact Evaluation (NONIE).

#### PLANNING FOR 2008-09

- Ongoing involvement with IOCE
- The number of international members of the AES has increased to 35 and so this is now a significant group. In the coming year communication between these members could be stepped up and their interests explored. International delegates will be encouraged and some may be supported through sponsorship to attend the next AES annual conference.
- Assistance with identifying and engaging international keynote speakers for the 2009 Conference

## PROFESSIONAL LEARNING COMMITTEE

#### COMMITTEE

Paul Chesterton	Convenor, New South Wales
Rick Cummings	Committee member, Western Australia
David Earle	Committee member, Wellington
Margaret MacDonald	Committee member, Canberra Region
Rita Perkons	Committee member, New South Wales

#### OVERVIEW OF ACTIVITIES 2007-08

The role of the Professional Learning Committee is to guide and advise the AES Board in order to promote the Society's leadership in professional learning in evaluation. As the Committee was not established until March 2008, its activities were not included in the AES Business Plan 2007-08. This report therefore outlines the Committee's performance for the period March to June 2008 with regard to its (then draft) *Terms of Reference*, which primarily support the following objectives of the Business Plan:

[Objective 2](#): Evaluation knowledge, skills, and values are exchanged between practitioners, organisations and evaluation societies, and

[Objective 4](#): Professionalism in the practice of evaluation is accepted by organisations, practitioners and societies.

Since its inception in March 2008, the Committee has focused on planning data-gathering activities that will enable preparation of a statement of needs in relation to professional learning in evaluation, covering both members and non-members. A *Needs assessment framework* was drafted to guide the data-gathering processes. The planned activities comprise the following.

- Discussions with local groups as an adjunct to the 2008 AES *Introduction to evaluation* workshops. By the end of June, discussions had been held in Melbourne, Brisbane and Darwin.
- Presentation of a symposium on professional learning in evaluation at the Perth Conference in September. The symposium will be used to identify and confirm key issues and questions, drawing on the *Needs assessment framework*.
- Focus group discussions in each region, following the Perth Conference, to explore the key issues and questions within regional contexts.

The draft *Terms of Reference* and *Needs assessment framework* prepared by the Committee were endorsed by the Executive Committee in June, and subsequently submitted to the Board for approval in July.

## PLANNING FOR 2008-09

The Committee is planning to analyse data gained from the discussions with local groups, the Perth symposium, and the regional focus group discussions to prepare a statement of needs in relation to professional learning in evaluation. This in turn will provide the Committee with a basis for developing a strategic plan for professional learning, for consideration by the Board in 2009. In preparing the plan, the Committee will explore innovative approaches, techniques and opportunities in professional learning that may be adopted or supported by the AES.

## PUBLICATIONS

### COMMITTEE

Dr John Owen	Convenor, Victoria
Dr Rick Cummings	Committee Member, Western Australia
Dr Delwyn Goodrick	Co-Editor <i>EJA</i> Victoria
Associate Professor Rosalind Hurworth	Co-Editor <i>EJA</i> , Victoria
Bradley Shrimpton	Editor <i>E-News</i> , Victoria
Bob Williams	Committee member, Wellington

### OVERVIEW OF ACTIVITIES 2007-08

Key initiatives include the expansion of services to members by introducing access to the journal *Evaluation and Program Planning* as well as Evaluation Stories and Evaluation Reports on the Society's website. The committee has also overseen a marked improvement in the quality of the website itself. *EJA* and *E-News* have been upgraded and the journal is now running almost to schedule. Contacts with overseas evaluation groups have been enhanced.

Several editions of *E-News* have been distributed electronically this year. The editor, Brad Shrimpton, has provided additional suggestions for facilitating interchange of evaluation knowledge. *E-News* is available on the website.

The first 2008 issue of *EJA* is in the hands of members and the second is under production. The work of Ros Hurworth and Delwyn Goodrick as editors and the support of Helen Anderson are acknowledged.

By and large the website is working well. The Committee has some concerns about membership access routes which might be streamlined. The AES Board may wish to consider whether the website might have a face-lift now that the content of the site is more responsive to members' needs. The work of Neil Porter in managing the website and dealing with the Publications Committee is acknowledged.

### PLANNING FOR 2008-09

John Owen is stepping down as Convenor of the Committee after four years. The new Convenor could build on the grounding that has been put in place. It will be important to maintain existing good relations with members who have key roles for publications and knowledge dissemination. Relative to comparable societies (e.g. the CES) we are in a good position regarding these matters.

## INTERNATIONAL CONFERENCE: MELBOURNE 2007

The 25th International Conference was held at the Sebel Albert Park, Melbourne from Wednesday 5 to Friday 7 September 2007, with the theme *Doing evaluation better*. Pre-conference workshops were held at the same venue on Monday 3 and Tuesday 4 September.

The conference was attended by a record 465 delegates, of whom 211 were members, 150 were non-members, 78 were day registrations, 8 were complimentary registrations, and 18 were students. As one would expect, the majority of delegates were from Australia and New Zealand, but there were also delegates from Canada (3), Hong Kong (2), Israel (4), Papua New Guinea (5), South Africa (9), the United Kingdom (2), USA (8), Vietnam (3) and a delegate each from Qatar, the Philippines, Singapore and Sweden. 53% of the delegates came from government organisations, 16% from academia, 16% from the private sector and 15% from other areas (mainly NGOs).



The three days of the conference each had a similar format, with a 60-minute keynote presentation and papers grouped in five concurrent strands around the sub-themes of the conference – *Valuing, Describing, Attributing, Using and Influencing* and *Managing*. There were also a number of 45-minute Roundtable and Think-Tank sessions.

Poster sessions were held over the three days of the conference with approximately 40 posters on display.

The keynote speakers were well received and for many delegates they were the highlight of the conference. They were:

- Ms Sue Soal, a practitioner in the Community Development Resources Association, a South African non-government organisation
- Professor Hallie Preskill, 2007 President of the American Evaluation Association and Professor in the School of Behavioural and Organizational Sciences, Claremont Graduate University, and
- Professor Ray Pawson, Professor of Social Research Methodology and Research Director of the School of Sociology and Social Policy, University of Leeds, UK.

Fourteen workshops were offered, including eight full-day and six half day workshops, for which a total of 276 people registered.

#### **AES 2007 MELBOURNE CONFERENCE SPONSORS**

ARTD Consultants	World Vision Australia
Education Review Office (NZ)	Urbis Keys Young
Campbell Research & Consulting	Department of Education and Early Childhood Development (Vic)
Department of Primary Industries (Vic)	Evaluation Solutions
Orima Research	Roberts Evaluation Pty Ltd

#### **AES 2007 MELBOURNE CONFERENCE COMMITTEE**

Dr Graeme Harvey, Convenor	Dr Lydia Berends
Mr Ranjit Bhagwandas	Dr Delwyn Goodrick
Associate Professor Rosalind Hurworth	Ms Bridget Roberts
Associate Professor Patricia Rogers	Mr Brad Shrimpton
Dr Francois Tsafack	Dr Zita Unger

# FROM THE REGIONS

## AUCKLAND

The Wellington Region is currently providing support for all New Zealand members, with Julian King as a local contact in Auckland.

## CANBERRA REGION

### OVERVIEW OF ACTIVITIES 2007-08

The following events were held during the year:

- July 2007: A one-day workshop on *Empowerment evaluation – helping others help themselves: Down-to-earth tools for self-assessment* with David M Fetterman
- September 2007: A one-day workshop on *Principles and methods for inclusive community based evaluation* with Dr Ross Connor
- November 2007: A lunchtime seminar on *Policy evaluation* with Dr Rick Cummings (May 2008: A lunchtime seminar on *The Evaluator as a change agent in industry: Challenges and strategies for success* with Dr Lewis Atkinson (approximately 30 participants).

A two day workshop on *Introduction to evaluation* was planned but did not go ahead because of lack of numbers.

### COMMITTEE

Margaret MacDonald	Convenor
Susan Garner	Deputy convenor
Bronwyn James	Committee member
Graham Smith	2009 Conference convenor

### 2009 CONFERENCE

Canberra will host the 2009 Conference. A Conference Committee has been formed and a proposal for the conference submitted to the AES Board for approval.

## NEW SOUTH WALES

The NSW region held the following workshops in 2007-08:

- *Evaluation in indigenous communities* with Nicole Moore and Sue Cunningham
- *Climate change* with Penny Ryan RPR Consulting
- *Evaluation hot topics* with NSW fellows Sue Funnell and Chris Milne
- *Case studies of difference evaluation methods* with Ralph Hall, and
- *Evaluation and organisational development* with Eve Barbosa and Gordon Duff.

AES meetings, at which members discuss AES business and evaluation practice issues, occur for 45 minutes before the workshops.

The format is working well with good attendance at workshops, averaging about 20 people.

A two-day workshop on *Introduction to evaluation* with Dr Paul Chesterton was presented in May 2008.

### COMMITTEE

Annette Michaux	AES Regional Representative and convenor
Maggie Pressnell	Secretary
Sue Cunningham	

## PLANNING FOR 2008-09

Workshops are planned through to the end of the year, and at the December meeting planning for professional development priorities for 2009 will take place.

Workshops already planned include:

- August 2008 – *Understanding complex evaluation*, and
- November 2008 – *Evaluation with indigenous communities*.

The Regional Committee is keen to take up more opportunities for one or two workshops with evaluation experts and to better respond to the needs of colleagues outside the Sydney metropolitan area.

A one-day workshop with Dr Fiona Cram on *Valuing indigenous knowledge and doing* will take place in September.

## NORTHERN TERRITORY

The NT has not had a regional committee during 2007-8. However there is interest in evaluation, especially evaluation in Indigenous contexts. The AES regional workshop series has been well received in Darwin. People from as far afield as Cairns and Katherine travelled to Darwin for the David Fetterman workshop on empowerment evaluation, and people from Darwin and Katherine attended the Paul Chesterton *Introduction to evaluation* workshop.

The AES is represented on the NT Annual Public Sector Evaluation Awards and NT members of the AES promote the AES *Guidelines for the ethical conduct of evaluations* in their evaluation work and encourage commissioners to require adherence to the guidelines in their evaluation tender documents.

The NT Regional Representative provided an overview of the AES to attendees of AES workshops and other seminars with an evaluation focus.

Workshops held during the year were:

- 19 July 2007, *Empowerment evaluation – helping others help themselves: Down-to-earth tools for self-assessment* with David M Fetterman, and
- 21 & 22 May 2008, *Introduction to evaluation*, two-day workshop with Paul Chesterton.

## REGIONAL REPRESENTATIVE

Nea Harrison

## PLANNING FOR 2007-08

The NT Regional Representative will work to re-establish a Regional Committee and reintroduce lunchtime seminars. A workshop on *Valuing indigenous knowledge and doing* with Dr Fiona Cram has been planned for September 2008.

## QUEENSLAND

The main professional development activities continue to be the free lunchtime seminars on evaluation topics, which consistently attract attendance of 30 or more people, with the average being a little more than 40. The venue is provided courtesy of Queensland Treasury. These seminars are held monthly (February to November), and provide not only professional development but also networking opportunities. A free light lunch after each seminar is provided by the Department of the Premier and Cabinet, and some 20-30 people stay on for this. The lunchtime seminars are key evaluation events in Brisbane, with many participants attending on a regular basis. This public activity also ensures a steady increase in the size of the non-members mailing list, with new names added after each seminar.

The monthly free lunchtime seminars are used to promote the AES and its aims, and materials such as the *Guidelines for the ethical conduct of evaluations* are made available to participants. These are very popular, and it is clear that they are being utilised – several Queensland Government departments refer to them in their own evaluation guidelines and framework documents.

Dr Diana Beere was the guest speaker at a half-day workshop with University of Queensland program evaluation students in August 2007. She used this opportunity to promote the AES and the benefits of membership, and to provide students with copies of the *Guidelines for the ethical conduct of evaluations*.

The 2007-08 lunchtime seminar program was as follows:

- July 2007, Ellen Vasiliauskas, *The perfect mix or just a mish-mash? Mixed method evaluations* (32 participants)

- August 2007, Phil Crane, *The contribution of action research to evaluation: The case of reconnect* (37 participants)
- September 2007, Scott Hook, *Evaluating police performance: A case study of counter terrorism* (38 participants)
- October 2007, Liz Upham and Miriam Martin, *Evaluation strategies – Working with disadvantaged youth* (42 participants)
- November 2007, Yvonne Darlington, Diana Beere and June Lennie, *Reflections on the AES 2007 conference* (9 participants)
- February 2008, Dr Rae Norris, *Using history as an evaluation tool* (52 participants)
- March 2008, Dr Lewis Atkinson, *The evaluator as change agent in industry: Challenges and strategies for success* (31 participants)
- April 2008, Dr Robert Lake, *Falls the shadow: The 'perfect crime' of evidence-based policy* (27 participants)
- May 2008, Kerry McGovern, *The Pacific regional audit initiative: An evaluation of the work of Auditors-General*, (35 participants)
- June 2008, Prof. Peter Bycroft & Sue Scheinplug, *Developing meaningful evaluation frameworks for the not-for-profit sector* (68 participants)

The region also held a pre-Christmas networking function attended by about 15 members.

Workshops organised during 2007-08 were:

- 29 November 2007: *Asking good questions: key principles of effective survey design*, Dr Delwyn Goodrick (9 participants), and
- 19 & 29 May 2008, Two-day workshop: *Introduction to evaluation* Dr Paul Chesterton (18 participants).

Both the lunchtime seminars and the workshops are used to promote the AES and its aim of promoting ethical conduct in the practice of evaluation. This is achieved through examples of ethical practice as presented by speakers, and through making materials such as the *Guidelines for the ethical conduct of evaluations* available to participants.

All regional activities are advertised by e-mail to all Queensland members, and also to those on the non-member mailing list. Advertising also occurs via the website, which is kept as up to date as possible, via AES *E-News*; and through informal networking and workplace e-mail distribution lists.

Membership application forms and other information about the Society are displayed and distributed at lunchtime seminars and workshops. Participants are also encouraged to visit the AES website to obtain PowerPoint slides from seminar presentations and other information available on the Queensland web-page.

Seminar and workshop participants are encouraged to complete feedback sheets, where they may indicate if they are interested in AES membership and/or joining the non-member mailing list.

All new Queensland members are contacted by the Regional Representative, by email, to welcome them to the AES and to encourage them to attend seminars, take advantage of networking opportunities, and perhaps consider presenting a seminar themselves. They are also invited to attend Regional Committee meetings at any time. In the past year, three new members have become active Committee members.

## COMMITTEE

Dr Yvonne Darlington	Regional Representative
Garry Videroni	Meeting chairperson
Donalee Moriarty	Meeting secretary
Dr June Lennie	Convenor, PD sub-committee
Dr Diana Beere	PD sub-committee member
Dr Jill White	PD sub-committee member
Susan Rudland	Committee member
Craig Trimble	Committee member

## PLANNING FOR 2008-09

The region will be continuing monthly lunchtime seminars on evaluation topics, with speakers and topics now identified for the remainder of 2008. An end-of-year social event for Queensland AES members is also planned.

The region is hosting a repeat of Paul Chesterton's two-day workshop on *Introduction of evaluation*, which proved so successful in May, and a workshop on *Valuing indigenous knowledge and doing* with Fiona Cram in September 2008.

Having recently obtained approval from the AES Board to engage a part-time administrative assistant on a casual basis, the Regional Committee is currently developing a job description, and expects to select a suitable candidate by the end of October.

## SOUTH AUSTRALIA

### OVERVIEW OF ACTIVITIES 2007-08

The following events were held during the year.

- July 2007, *Building evidence for welfare interventions: Evaluation, programs and policy development*, Ms Karen Grogan, CEO, SA Council of Social Services  
Karen presented a thought-provoking address to a diverse group of 21 attendees from the social services and other sectors, emphasising the interconnections between evaluation evidence, political and bureaucratic and other reform agendas, and the challenges of 'moving ahead'.
- October 2007: Seminar, *The best of the best*, Highlights of the AES 2007 International Conference  
Three speakers outlined some key conference highlights from their perspective to an appreciative audience of 13 attendees. This annual feature on the SA branch program continues to stimulate interest and lively discussion.
- December 2007: End of year gathering, *Why evaluate wine?* A light-hearted discussion with James Godfrey, Australia's leading fortified winemaker  
James offered a mouth-watering array of rare and interesting wines from Mt Bera and Seppelts accompanied by delicious finger foods and insightful commentary on the objective and subjective assessment of quality in beverages. A most memorable evening of 'practical evaluation'...much enjoyed by 14 attendees!!
- March 2008: Seminar, *Visiting Botanical Gardens, A national perspective on evaluations involving visitors, and preliminary outcomes*, Dr Gary Crilley, Senior Lecturer, UniSA.  
Gary outlined the innovative international evaluation project methodologies and outcomes developed for botanical garden visitor schemes (ie, including NZ) to an enthusiastic group of 16 participants drawn from a wide range of backgrounds. A great opportunity to promote quality evaluation practice to new audiences.

### COMMITTEE

Anne Bosio

Branch contact

John Lawrence

Program coordinator

### PLANNING FOR 2008-09

Seminars:

- October 2008: Seminar: *The best of the best*, Highlights of the AES 2008 International Conference
- December 2008: the 'traditional' and always eagerly anticipated AES (SA) End of Year Event – watch this space!!

Current workshop planned:

- 15 & 27 October 2008, *Introduction to evaluation*, two-day workshop with Paul Chesterton

## TASMANIA

It was hoped that a follow-up to the Evaluators' Forum held in 2006 would take place during 2007-08. This did not eventuate, but a two-day workshop on *Introduction to evaluation* with Paul Chesterton and a drinks/networking meeting is planned for August 2008.

## VICTORIA

A large part of the work of the Victorian Committee early in the financial year focussed on hosting the 25<sup>th</sup> International Conference of the Society, *Doing evaluations better*. Held at the Sebel Albert Park, Melbourne, this conference was attended by 484 delegates making it the largest conference the Society has held.

The Victorian Committee has also continued to provide a monthly seminar series, with some interruption due to the focus on the Conference in the second half of 2007. These seminars provide the opportunity for professional development and networking for members and non-members, and have been well attended throughout the year.

In 2008, seminar presenters were invited consider their contributions in relation to a common theme – recent eras of evaluation. Topics covered in 2007-08 seminars included:

- *Qualitative research: Challenges and opportunities* - Presenters: Liz Dimitriadis and Anne Smyth, Association for Qualitative Research
- *Evaluation and learning: Observations and issues from the American Evaluation Association conference* - Presenter: Patricia Rogers, Associate Professor in Public Sector Evaluation, CIRCLE (Collaboration for Interdisciplinary Research, Consulting and Learning in Evaluation), Centre for Applied Social Research, RMIT
- *Methodological reflections on the evaluation of VicHealth's Community Arts Development scheme* - Presenters: Dr Margaret Kelaher, Centre for Health Policy, Programs and Economics, University of Melbourne; Ms Lindy Joubert and Ms Naomi Berman, Faculty of Architecture, Building and Planning; Professor Richard Jones, Victorian College of the Arts.
- *What has benchmarking got to do with evaluation?* - Presenter: Susan Williams, Strategic Evaluation Manager, Department of Sustainability and Environment, Victoria
- *Mapping the terrain – Evaluation issues in the intellectual disability sector: A roundtable*  
Facilitator: Dr Anton Mischewski, St John of God Accord  
Panellists: Erin Wilson, ScopeVic; Karen Olver, Urbis; Liz Dimitriadis, Liz Dimitriadis Consulting
- *Designing and implementing monitoring and evaluation frameworks for development programs* - Presenter: Anne Markiewicz, Director, Anne Markiewicz and Associates

In addition, the Victorian Committee was please to offer two workshops during the year:

- *Introduction to evaluation* - two-day workshop with Dr Paul Chesterton
- *Integrating creative arts in evaluation methodology* with Professor Helen Simons

## COMMITTEE

Cheryl Reed	Regional Representative and Coordinator
Bridget Roberts	Chair
Anthea Rutter	Anthea replaced Bridget as Chair during the year
Ranjit Bhagwandas	Committee member
Inez Dussuyer	Committee member
Debbie King	Committee member
Jann Milic	Committee member
Emma Prichard	Committee member
Anton Mischewski	Committee member
Pam St Leger	Committee member
Yoland Wadsworth	Committee member
Jerome Winston	Committee member

## PLANNING FOR 2008-09

The Victorian Committee has established a seminar training program for the remainder of 2008 as publicised on the AES website. Planning for 2009 is currently in progress.

## WELLINGTON

### ACTIVITIES DURING 2007-08

- November 2007: Robyn Bailey facilitated a seminar on *Evaluative analysis – an incomplete story* with more than 30 people attending. Robyn led an interactive discussion on the dilemma of whether the evaluator or the client should take responsibility for putting evaluation results into a wider context, and developing appropriate recommendations for change. We followed the seminar with drinks and nibbles to celebrate the end of the year.
- March 2008: Dr Jean King facilitated an informal seminar in March on *Participatory evaluation methods and evaluator competencies*. The session was very well attended with more than 40 people in attendance.
- April 2008: We had a networking breakfast at a local Wellington café. About 12 government and independent evaluators attended.
- June 2008: We held a very successful a professional development reflective practice workshop: *Evaluators' engagement with the SPEAR 'good practice' guidelines for evaluation with Maori*. Kataraina Pipi facilitated the workshop, and about 30 people attended. A report outlining the process and stories produced from the workshop is available on the Wellington page of the AES website.

During the year the region has initiated contacts and promoted the Society with SPEAR, ANZEA, various government agencies, universities and evaluation consulting companies, primarily through the committee members and events. High profile international speakers were engaged for Wellington events.

Wellington events were promoted throughout New Zealand via email and internationally via the AES website. Members are kept informed of AES events via the WEG email list.

Mathea Roorda and Nan Wehipeihana held several meetings with a representative from ANZEA to progress proposed joint work on cultural competency. Unfortunately ANZEA decided to pull back from the joint work program in the short term.

### SCHOLARSHIP AWARD 2008

For the third year in a row Wellington region offered a postgraduate scholarship to attend the AES International Conference and present a poster. This year the recipient is Mark Dalgety. Mark is enrolled in the postgraduate Diploma in Social Sector Evaluation at Massey University. His poster will address an aspect of an evaluation he is conducting for a pan-refugee community organisation as part of his study. He will assess the 'added value' and 'for whom' of using the 'resilience and adaptive cycles' framework developed by Hollings and Gunderson (2002).

### COMMITTEE

Penny Hawkins	Chair
Nan Wehipeihana	Treasurer
Liz Smith	Events coordinator
Mathea Roorda	AES Regional Representative
Bob Williams	Membership officer
Jenny Neale	Committee member
David Turner	Committee member

### PLANNING FOR 2008-09

Two events are already planned:

- August 4 & 5: Paul Chesterton's two-day *Introduction to evaluation* workshop

- August 21: Lunchtime seminar on *The relevance of culture in evaluation* with Dr Stafford Hood, Associate Dean for Research and Professor of Psychology in Education in the College of Education at Arizona State University

The region has begun discussing the organisation of the 2010 AES International Conference, scheduled to be held in Wellington.

## **WESTERN AUSTRALIA**

The main activity has been planning for the 2008 AES Conference in Perth.

### **OVERVIEW OF ACTIVITIES 2007-08**

The following events were held during the year:

- 23 August 2007: Lunchtime seminar, *Overcoming Indigenous disadvantage framework*, Dr Robert Fitzgerald supported by Ms Lyne Acacio
- September 2007: A one day workshop, *Principles and methods for inclusive community based evaluation* with Dr Ross Connor
- 12 March 2008: Lunchtime seminar, *Evaluating outcomes in the complex, non-linear environment of indigenous affairs in Western Australia*, Lt General John Sanderson

### **COMMITTEE & CONFERENCE COMMITTEE**

Gaye MacKenzie	Conference convenor and branch contact
Carina Calzoni	Committee member
Rosemary Cant	Committee member
Rick Cummings	Committee member
Sheri Hudson-Mabbs	Committee member
Ralph Straton	Committee member
Karen Trimmer	Committee member
Anna Wildy	Committee member

### **PLANNING FOR 2008-09**

The Perth conference will take place from 8 to 12 September, and during this time Western Australian members will meet to discuss plans for the region for 2008-09.

Current event planned:

- 8 August 2008: *Evaluating the WA Aboriginal Justice Agreement: Who's doing what and how do we measure it?* Vicki Williams and Rick Cummings



# THE SOCIETY'S CORPORATE GOVERNANCE

## HOW THE SOCIETY IS GOVERNED

The AES is governed by a network of regional and specialist committees. A board of management provides overall governance and has ultimate responsibility for the Society's affairs. Members of regional and other committees work with and report to the Board to achieve the Society's strategic and business objectives.

## 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 Board comprises the four office bearers of the Society; a Regional Representative from each of the regions; and up to five others, who are normally the convenors of major committees. The Executive Committee comprises the four office bearers – President, Vice-President, Secretary and Treasurer – and up to three other members appointed by the Board.

The office bearers are elected annually by the membership. Regional Representatives are appointed from members within the 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.

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, and may delegate certain operational powers to committees and regions. All Board positions are unpaid. However, Board members' direct costs of involvement with the Society in pursuing its aims and objectives are reimbursed.

## THE BOARD MEETING AND REQUIREMENTS

In 2007-08 there were two Executive Committee meetings and six full Board meetings. Under the Society's Constitution a quorum for the transaction of the business of a meeting of the Board is 50% of the members of the Board. All meetings of the Executive Committee and Board were quorate in 2007-08.

## COMMITTEES

At the start of 2007-08 there were five standing committees of the Board: Ethics; Awards, Publications; International Relations and the Melbourne 2007 Conference Committee. After the 2007 AGM the Perth 2008 Conference Committee replaced the Melbourne 2007 Conference Committee. In March 2008 a new standing committee was formed, the Professional Learning Committee.

## INDEMNITY OF THE BOARD

In accordance with the *Association Incorporations Act 1991* and the Society's own policies, the AES has directors' and officers' insurance and professional indemnity for all Board members.

## GOVERNANCE REVIEW

An independent review of the AES governance structure and processes was undertaken in 2006-07, and a response to the review recommendations has been prepared and made available to members for discussion and comment.

## WHO WE ARE GOVERNED BY: THE AES BOARD

### EXECUTIVE

#### Jenny Neale, President

Jenny is an Associate Professor and Head of the School of Social and Cultural Studies at Victoria University of Wellington. She has over 25 years experience in research and evaluation practice. As well she has over 15 years of teaching in the area to postgraduate students from the public, private and community sectors. Jenny joined the Executive Committee, initially as Vice President, in 2004-05.

#### Graeme Harvey, Vice President

Graeme is manager of the School Accountability and Improvement Unit, Department of Education and Early Childhood Development in Victoria. He comes from an education background and has a wide range of experience in public sector management, evaluation and performance review. Graeme has been a member of the Board since 2002-2003.

#### Diana Beere, Secretary

Diana has been a member of the Board since June 2004, as Queensland Regional Representative until taking on the role of Secretary in April 2007. She works for the Queensland Government as the Senior Evaluation Officer at Multicultural Affairs Queensland, in the Department of Communities, and has previous experience in evaluation, research and policy work in the fields of policing and crime prevention and education.

#### Graham Smith, Treasurer to 15 April 2008

Graham joined the Executive Committee in January 2006, after an earlier period as Canberra Regional Representative. He has experience in several types of review: operations research, performance audit and risk management as well as evaluation. He resigned as Treasurer in April 2008 to take up the position of Convenor of the 2009 Conference Committee.

#### Cheryl Reed, Treasurer from 15 April 2008

Cheryl joined the Executive Committee in 2008 and has been the Victorian Representative on the Board since 2007. She is a Director of TNS Social Research. Cheryl's professional areas of interest include program evaluations within health, workforce and education programs. Cheryl also specialises in large scale quantitative research and advanced statistical analysis.

### BOARD MEMBERS' ATTENDANCE AT MEETINGS

Name	Executive	Board
Jenny Neale	2	5
Graeme Harvey	2	5
Graham Smith	1	6
Cheryl Reed	1	1
Diana Beere	2	6

Name	Board	Name	Board
Penny Hawkins	5	Nea Harrison	5
Alan Woodward	2	Mathea Roorda	5
John Owen	5	Rick Cummings	3
Peter Bycroft/Zita Unger	5	Jessica Kenway	3
Yvonne Darlington	5	Margaret MacDonald	3
Annette Michaux	2	Marie Delaney	1
Gaye MacKenzie	3	Anne Bosio	1

### AES ADMINISTRATION

Judy Pearce, Administrator

# AES FINANCES

The following should be read in conjunction with the Statutory Statements (pages 29 to 37). 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). The audit opinion is included in compliance with these Standards.

## TREASURER'S REPORT FOR 2007-08

### INTRODUCTION

The key part of this report is the financial statements, which follows.

During the year, there was a change of Treasurer. Graham Smith resigned to pursue his work on the 2009 Conference in Canberra. The casual vacancy was filled by Cheryl Reed, pending the election of office bearers.

### FEATURES OF THE 2007-08 RESULTS

This part of the report presents a number of aspects of the 2007-08 results, and comments on possible trends.

The Society's overall operating result for the year 2007-08 was a deficit of \$15,797 compared with a surplus of \$52,429 in 2006-07, and a budgeted deficit of \$42,389.

The reason for the improved financial result over that forecast was increased income from the Melbourne conference of \$6,740 and the increase in membership income of \$19,855. Much of this related to the increased membership from the conference.

### REGIONAL WORKSHOPS

Overall the workshop program made a profit in the order of \$20,000. During the year, the Society also established a Professional Learning Committee to contribute to our policies and activities in this area. This development, along with a greater focus on professional learning and training, may result in increased opportunities for members and non-members to improve their skill base and the overall quality of the sector while supporting the financial sustainability of the Society.

### OVERALL RESULT

The net assets of the Society decreased as a consequence of the deficit during the year, and now stand at \$224,552 compared with \$240,349 twelve months ago. The Society continues to have substantial assets that provide security for the forecast deficit.

### OUTLOOK 2008-09

The Society is budgeting for a deficit of around \$83,000 in 2008-09. The main changes expected for 2008-09 compared with the actual 2007-08 results include a return to a more normal level of membership growth and a modest conference surplus compared with the actual Melbourne surplus. While it is recognised that over the years the Society has consistently underestimated the returns from conferences, particularly with the successes of the recent Darwin and Melbourne conferences, the attendance projections from the Perth conference suggest a return to a modest surplus or break-even financial result.

On the expenses side, major increases incurred include the offering of the on-line *Journal of Evaluation and Program Planning* free to members, and Indigenous scholarships to attend the annual conference. There is also an increase in overheads associated with the increased remuneration to recognise the high calibre of the work of our administrative staff in maintaining the Society and supporting the Board and members.

Budgeting for Membership Services and Regional Activities are retained at about the level of the previous year, despite allocations on these items of expenditure being traditionally underspent. This is to retain flexibility in, for example, the regional activities budget so that each region has the facility to spend up to \$500 without prior approval. Similarly, the budget for Workshops has remained consistent, though additional activity may occur here as a result of the work of the Professional Learning Committee.

## CONCLUSION

The financial result for 2007-08 was considerably better than expected though still resulting in a deficit. The Society has strong cash reserves to meet the projected deficit for the 2008-09 period. If the forecast loss is realised, then the Society will have to reconsider income and expenditure for subsequent years. While there is a natural reluctance on the part of the Board to increase membership fees to off-set expenses, other forms of income available to the Society include the annual conference, workshops and special projects. These activities produce other positive outcomes including increasing the benefits of Society membership.

The detailed financial statements follow. They include:

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Cheryl Reed

Acting Treasurer

24 August 2008

## BUDGET FOR 2008–09

	2007-8 Actuals	2007-8 Budget	\$ Difference	2008-9 Budget
<b>Income</b>				
<b>Membership</b>				
Renewals Australia	\$51,703.36	\$49,500.00	\$2,203.36	\$52,000
Renewals New Zealand	\$12,972.00	\$13,200.00	(\$228.00)	\$13,000
Renewals Other	\$255.00	\$799.98	(\$544.98)	\$1,000
New Members Australia	\$26,370.00	\$14,000.04	\$12,369.96	\$20,000
New Members New Zealand	\$7,780.00	\$3,699.96	\$4,080.04	\$7,000
New Members Other	\$2,275.00	\$300.00	\$1,975.00	\$2,000
<b>Total Membership</b>	<b>\$101,355.36</b>	<b>\$81,499.98</b>	<b>\$19,855.38</b>	<b>\$95,000</b>
<b>Interest</b>				
Total Bank Interest	\$10,229.00	\$8,500.00	\$1,729.00	\$10,000
<b>Total Interest</b>	<b>\$10,228.98</b>	<b>\$8,500.00</b>	<b>\$1,728.98</b>	<b>\$10,000</b>
<b>Publications</b>				
EJA Library Subscriptions	\$3,000.00	\$3,500.00	(\$500.00)	\$3,000
CALS	\$0.00	\$3,500.00	(\$3,500.00)	\$3,500
Consultants Directory	\$5,658.19	\$5,000.00	\$658.19	\$5,500
Other	\$3,404.75	\$0.00	\$3,404.75	\$0
<b>Total Publications</b>	<b>\$12,062.94</b>	<b>\$12,000.00</b>	<b>\$62.94</b>	<b>\$12,000</b>
<b>Special Projects</b>				
FaCSIA W/S Canberra	\$0.00	\$53,000.00	(\$53,000.00)	\$0
<b>Total Special Projects</b>	<b>\$0.00</b>	<b>\$53,000.00</b>	<b>(\$53,000.00)</b>	<b>\$0</b>
<b>Workshops Total Income</b>	<b>\$74,625.58</b>	<b>\$70,000.00</b>	<b>\$4,625.58</b>	<b>\$50,000</b>
<b>Conference Total Income</b>	<b>\$26,740.39</b>	<b>\$20,000.00</b>	<b>\$6,740.39</b>	<b>\$11,100</b>
<b>Total Income</b>	<b>\$225,013.25</b>	<b>\$244,999.98</b>	<b>(\$19,986.73)</b>	<b>\$178,100</b>

	2007- 8 Actuals	2007-8 Budget	\$ Difference	2008-9 Budget
<b>Expenses</b>				
<b>Publications</b>				
EJA costs	\$22,951.77	\$18,000.00	\$4,951.77	\$24,000
On-Line journal	\$8,429.09	\$22,000.00	(\$13,570.91)	\$20,000
Membership Directory	\$401.81	\$0.00	\$401.81	\$500
<b>Total Publications</b>	<b>\$31,782.67</b>	<b>\$40,000.00</b>	<b>(\$8,217.33)</b>	<b>\$44,500</b>
<b>Special Projects</b>				
FaCSIA W/S Canberra	\$0.00	\$33,000.00	(\$33,000.00)	\$0
Indigenous Scholarship	\$11,682.31	\$15,000.00	(\$3,317.69)	\$15,000
Other special projects	\$215.64	\$0.00	\$215.64	\$0
<b>Total Special Projects</b>	<b>\$11,897.95</b>	<b>\$33,000.00</b>	<b>(\$21,102.05)</b>	<b>\$15,000</b>
<b>Total Workshop Expenses</b>	<b>\$54,283.96</b>	<b>\$55,000.00</b>	<b>(\$716.04)</b>	<b>\$36,500</b>
<b>Membership Services</b>				
Annual Report & AGM	\$1,848.22	\$1,000.00	\$848.22	\$2,000
Awards	\$2,104.09	\$2,000.00	\$104.09	\$2,000
Fellows	\$45.45	\$1,000.00	(\$954.55)	\$1,000
Ethics	\$0.00	\$1,000.00	(\$1,000.00)	\$1,000
Professional Learning	\$330.55	\$0.00	\$330.55	\$2,000
Marketing	\$385.45	\$2,000.00	(\$1,614.55)	\$1,000
Overseas Initiatives	\$6,340.79	\$6,000.00	\$340.79	\$9,000
International reception	\$1,191.04	\$0.00	\$1,191.04	\$1,000
Website	\$10,025.97	\$9,999.96	\$26.01	\$12,000
<b>Total Membership Services</b>	<b>\$22,271.56</b>	<b>\$37,999.96</b>	<b>(\$15,728.40)</b>	<b>\$31,000</b>
<b>Total Regional Activities</b>	<b>\$2,789.67</b>	<b>\$5,000.00</b>	<b>(\$2,210.33)</b>	<b>\$5,000</b>
<b>Governance</b>				
Finance & Legal	\$7,109.66	\$11,000.05	(\$3,890.39)	\$5,000
Governance Review	\$8,910.03	\$11,000.00	(\$2,089.97)	\$5,000
Executive and Board	\$16,870.28	\$17,000.00	(\$129.72)	\$20,000
Conference Evaluation	\$4,180.55	\$4,000.00	\$180.55	\$4,500
<b>Total Governance</b>	<b>\$37,170.52</b>	<b>\$43,000.05</b>	<b>(\$5,829.53)</b>	<b>\$34,500</b>
<b>Admin Services</b>				
Admin Services	\$56,103.83	\$51,999.96	\$4,103.87	\$72,000
Systems Upgrades	\$3,964.64	\$2,500.00	\$1,464.64	\$1,500
Payments On Line	\$360.00	\$800.00	(\$440.00)	\$500
Bank Fees	\$522.41	\$399.96	\$122.45	\$500
Merchant Fees & Web Charges	\$5,116.47	\$3,500.04	\$1,616.43	\$5,000
Stationery & Printing	\$1,994.85	\$2,499.96	(\$505.11)	\$2,000
Postages & Couriers	\$2,507.79	\$2,300.04	\$207.75	\$2,500
Phone, Fax, Data	\$3,390.52	\$2,499.96	\$890.56	\$3,500
Archive/Storage	\$763.64	\$840.00	(\$76.36)	\$840
Insurance	\$4,806.99	\$5,300.00	(\$493.01)	\$5,000
General/Other Expenses	\$908.03	\$750.00	\$158.03	\$1,000
Depreciation	\$174.50		\$174.50	
<b>Total Admin Services</b>	<b>\$80,613.67</b>	<b>\$73,389.92</b>	<b>\$7,223.75</b>	<b>\$94,340</b>
<b>Total Expenses</b>	<b>\$240,810.00</b>	<b>\$287,389.93</b>	<b>(\$46,579.93)</b>	<b>\$260,840.00</b>
<b>Operating Profit (Loss)</b>	<b>(\$15,796.75)</b>	<b>(\$42,389.95)</b>	<b>\$26,593.20</b>	<b>(\$82,740.00)</b>

## OVERVIEW OF FINANCIAL RESULTS BY AES ACTIVITY – 6 YEAR COMPARISON

	2002-03	2003-04	2004-05	2005-06	2006-07	2007-8
<b>Income</b>	\$	\$	\$	\$	\$	\$
Membership	64583	66683	82910	79795	84981	101355
Interest	3475	3571	7450	7259	8892	10229
Publications	6986	9311	9155	10356	13567	12063
Special Projects		6745			217834	
Workshops	21457	42005	49301	53122	59724	74625
Net Conference Income	27654	56295	59259	29716	51194	26740
Miscellaneous	1			-11	3	
<b>Total Income</b>	<b>124156</b>	<b>184610</b>	<b>208075</b>	<b>180237</b>	<b>436195</b>	<b>225013</b>
<b>Expenses</b>	\$	\$	\$	\$	\$	\$
Publications	21858	13623	20410	23682	19103	31783
Special Projects		6517			189083	11898
Workshops	11368	28659	21923	36280	51863	54284
Membership services	10499	7073	9305	21524	14995	22271
Regional Activities	2300	1318	1838	2645	1897	2790
Governance	21246	24519	25301	39112	41713	37171
Administration	48319	60872	65859	69430	64842	80439
Adjustment for depreciation					270	175
<b>Total Expenses</b>	<b>115590</b>	<b>142581</b>	<b>144636</b>	<b>192673</b>	<b>383766</b>	<b>240810</b>
<b>Profit (Loss)</b>	<b>8566</b>	<b>42029</b>	<b>63439</b>	<b>(12436)</b>	<b>52429</b>	<b>(15797)</b>

## BOARD REPORT

Your Board members submit the financial report of the Australasian Evaluation Society Incorporated for the financial year ended 30th June, 2008.

### BOARD MEMBERS

The names of each person who was a member of the Board during the year ended 30 June, 2008 or at the date of this statement are:

Dr Jenny Neale	<i>President</i>	Mr Alan Woodward	
Dr Diana Beere	<i>Secretary</i>	Dr Paul Chesterton	<i>(from 6/08)</i>
Ms Cheryl Reed	<i>Treasurer (from 12/07)</i>	Ms Annette Michaux	<i>(from 9/07)</i>
Dr Graeme Harvey	<i>Vice -President</i>	Dr Gaye Mackenzie	<i>(from 9/07)</i>
Ms Penny Hawkins		Dr Rick Cummings	<i>Resigned 06/09/2007</i>
Dr John Owen		Mr Graham Smith	<i>Resigned 15/04/2008</i>
Ms Nea Harrison		Mr John Scougall	<i>Resigned 06/09/2007</i>
Prof Peter Bycroft		Ms Marie Delaney	<i>Resigned 06/09/2007</i>
Ms Mathea Roorda		Ms Jessica Kenway	<i>Resigned 04/12/2007</i>
Ms Anne Bosio			

### 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 practise;
- 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.

### SIGNIFICANT CHANGES

There was no significant change in the state of affairs of the society during the year.

### OPERATING RESULTS

The net surplus (Loss) of the Society for the year ended 30 June 2008 was a \$15,797 Loss. (2007: surplus \$52,429).

### FINANCIAL POSITION

In the opinion of the Board, the accompanying financial report presents fairly the financial position of Australasian Evaluation Society Incorporated as at 30th June, 2008 and its performance for the year ended on that date in accordance with Accounting Standards 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 Incorporated will be able to pay its debts as and when they fall due.

Signed in accordance with the agreement of the Board members.

  
Board Member

  
Board Member

Dated: 22 August 2008

**HOUSTON & HANNA  
CHARTERED ACCOUNTANT**

**K D Hanna FCA (Principal)**

**Telephone:** (02) 6249 8515  
(02) 6248 8175  
**Facsimile:** (02) 6249 6792

Suite 15, George Turner Offices  
11 McKay Gardens, Turner ACT  
**GPO Box 810, Canberra ACT 2601**

**email:** [kim@khanna.com.au](mailto:kim@khanna.com.au)

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF  
AUSTRALASIAN EVALUATION SOCIETY INCORPORATED  
FOR THE YEAR ENDED 30<sup>TH</sup> JUNE, 2008**

**Scope.**

I have audited the attached financial statements of the Australasian Evaluation Society Incorporated (The Association) for the year ended 30<sup>th</sup> June 2008. The Committee is responsible for the preparation and presentation of the financial statements and the information they contain. I have conducted an independent audit of these financial statements in order to express an opinion on them to the members of the Association.

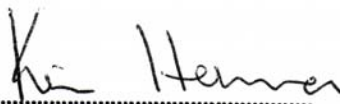
My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. The procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Australian Accounting Standards and Statutory requirements so as to present a view which is consistent with our understanding of the Association's position and the results of its operations.

The audit opinion in this report has been formed on the above basis.

**Audit Opinion.**

In my opinion,

- (a) the financial statements of the Association are properly drawn up:
  - (i) So as to give a true and fair view of matters required by subsection 72(2) of the Associations Incorporation Act 1991 to be dealt with in the financial statements
  - (ii) in accordance with the provisions of the Associations Incorporation Act 1991; and
  - (iii) in accordance with proper accounting standards, being Applicable Accounting Standards;
- (b) I have obtained all the information and explanations required;
- (c) Proper accounting records have been kept by the Association as required by the Act; and
- (d) The audit was conducted in accordance with the rules of the Association.

  
.....  
**Kim Hanna FCA**  
**Registered Company Auditor**  
Date 26/8/08 .....



## INCOME STATEMENT

For the Year Ended 30 June 2008

2007		Note	2008
\$			\$
<u>593,028</u>	REVENUE FROM ORDINARY OPERATIONS	<u>2</u>	<u>692,901</u>
	EXPENSES		
(19,103)	Cost of Sales - Publications		(31,783)
(14,995)	Membership Services		(22,272)
(189,084)	Special Projects (inc' Indigenous Scholarship)		(11,898)
(55,789)	Workshops		(54,284)
(106,899)	Administration and Governance		(120,574)
(154,729)	Conference Costs		(467,888)
<u>52,429</u>	NET SURPLUS / (DEFICIT) FROM ORDINARY ACTIVITIES		<u>(15,797)</u>

## BALANCE SHEET

As at 30 June 2008

2007		Note	2008
\$			\$
	CURRENT ASSETS		
148,185	Cash and Cash Equivalents	<u>5</u>	209,650
64,195	Receivables	<u>6</u>	897
55,265	Other	<u>7</u>	34,651
<u>267,645</u>	TOTAL CURRENT ASSETS		<u>245,198</u>
	NON CURRENT ASSETS		
174	Computer and Office Equipment	<u>8</u>	
<u>174</u>	TOTAL NON CURRENT ASSETS		
<u>267,819</u>	TOTAL ASSETS		<u>245,198</u>
	CURRENT LIABILITIES		
9,079	Payables		5,186
	Provision for Scholarships		1,500
18,391	Unearned Revenue		13,960
<u>27,470</u>	TOTAL CURRENT LIABILITIES		<u>20,646</u>
<u>27,470</u>	TOTAL LIABILITIES		<u>20,646</u>
<u>240,349</u>	NET ASSETS		<u>224,552</u>
	EQUITY		
240,349	Retained Surplus		224,552
<u>240,349</u>	TOTAL EQUITY		<u>224,552</u>

The accompanying notes form part of these financial statements.

## CASH FLOW STATEMENT

### For the Year Ended 30 June 2008

2007		Note	2008
\$			\$
<b>OPERATING ACTIVITIES</b>			
455,110	Receipts from Activities		745,969
8,892	Interest Received		10,229
(492,352)	Payments to Employees and Suppliers		(694,733)
<b>(28,351)</b>	<b>NET CASH GENERATED (USED)</b>	<b>11(a)</b>	<b>61,465</b>
<b>INVESTING ACTIVITIES</b>			
(226)	Payments for Computers and Software		-
<b>(226)</b>	<b>NET CASH GENERATED (USED)</b>		<b>-</b>
(28,577)	Net movement in cash and cash equivalents		61,465
176,762	Cash and cash equivalents at beginning of year		148,185
<b>148,185</b>	<b>Cash and cash equivalents at end of year</b>	<b>5</b>	<b>209,650</b>

## STATEMENT OF CHANGES IN EQUITY

### For the Year Ended 30 June 2008

2007		Note	2008
\$			\$
187,919	Balance at beginning of the year		240,349
52,429	Net surplus/(deficit) for the year		(15,797)
<b>240,349</b>	<b>Balance at the end of the year</b>		<b>224,552</b>

The accompanying notes form part of these financial statements

# NOTES TO THE FINANCIAL STATEMENTS

## For the Year Ended 30 June 2008

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### Note 1: Statement of Significant Accounting Policies

The financial report is a general purpose financial report which has been prepared in accordance with Accounting Standards, Australian Accounting Interpretations and other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Associations Incorporation 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.

The financial report covers the Australasian Evaluation Society Incorporated ("the Society") as an individual entity. The Society is an association incorporated in the Australian Capital Territory under The Association Incorporation Act 1991.

The following is a summary of the significant accounting policies adopted by the Society in the preparation of this financial report. The accounting policies have been consistently applied, unless otherwise stated.

#### Basis of Preparation

##### *Reporting Basis and Conventions*

The financial report has been prepared on an accruals basis and is based on historical costs.

#### **a Computers and Office Equipment**

Each class of computers and office equipment is carried at cost less depreciation and impairment losses. Computers and office equipment are measured on the cost basis.

The carrying amount of the computers and office equipment is reviewed annually by management to ensure it is not in excess of the remaining service potential of these assets.

#### **Depreciation**

The depreciation amount of all assets are depreciated on a straight line basis over the useful lives of the assets to the Society commencing from the time the asset is held ready for use.

The depreciation rates used for each class of depreciable assets are:

Class of Fixed Asset	Rate
Furniture and Equipment	100%
Computers and Software	40%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each balance date.

#### **b Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand and deposits held on call with banks or financial institutions.

#### **c Cash Flows**

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

#### **d 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 balance sheet of the financial year in which they arise.

**e Income Tax**

No provision for income tax has been made in the financial report, as the Society has self assessed as exempt from income tax.

**f Comparative Information**

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

**g Revenue recognition**Membership subscriptions

Membership fees 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 except when the membership exceeds one year. Income received in respect of memberships exceeding one year are carried forward as income in advance (current liability) and recognised in the subsequent period. Fees received from new members whose membership has not been approved prior to year end are brought to account as income in advance (current liability) and carried forward to the year in which the membership is approved.

Conference and seminar income and expenditure

Events income and expenditure are recognised in the year that the event is held. Event income and expenditure which is received or expended prior to year end, but which relates to an event to be held after year end, is recognised as conference income in advance (current liability) and conference prepaid (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 by the conference organiser prior to year end, but which relate to a conference to be held after year end, have not been recognised. Gross income and expenditure are recognised regardless of whether the conference administration are outsourced once the conference has been completed.

Interest revenue

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Other revenue

Revenues are recognised when the applicable goods and services have been provided and the income earned.

All revenue is stated net of the amount of goods and services tax (GST).

**h Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

**i Impairment**

At each balance date, the Society reviews the carrying values of its intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amounts of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. As a not-for-profit entity, value in use for the Society according to AASB 136 Impairment of Assets, is depreciated replacement cost. Any excess of the asset's carrying value over its recoverable amount is written off to the income statement.

**j Critical Accounting Estimates and Judgments**

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

Key Estimates – Impairment

The Society assesses impairment at each reporting date by evaluating conditions specific to the Society that may lead to impairment of assets. Should an impairment indicator exist, the determination of the recoverable amount of the asset may require incorporation of a number of key estimates. No impairment indicators were present at 30 June, 2008.

2008

2007

	\$	\$
<b>Note 2: Revenue from Ordinary Activities</b>		
<i>Operating Activities</i>		
Revenue from sale of goods:		
Publications	12,063	13,567
Total revenue from sale of goods	<u>12,063</u>	<u>13,567</u>
Revenue from Services:		
Membership Fees	101,355	84,981
Special Projects	-	217,835
Regional Activities	74,625	61,754
Conferences	494,628	205,999
Total revenue from services	<u>670,609</u>	<u>570,569</u>
<i>Total revenue from operating activities</i>	<u>682,672</u>	<u>584,136</u>
<i>Non-Operating Activities</i>		
Interest	10,229	8,892
<i>Total revenue from non-operating activities</i>	<u>10,229</u>	<u>8,892</u>
<i>Total revenue from ordinary activities</i>	<u>692,901</u>	<u>593,028</u>

**Note 3: Expenses from Ordinary Activities**

Depreciation on Computers and software	-	269
--	---	-----

**Note 4: Auditor's Remuneration**

Remuneration of the Auditor for:		
- auditing or reviewing the financial report	2,00	3,900
- other services	800	2,000
	<u>2,800</u>	<u>5,900</u>

**Note 5: Cash and Cash Equivalents**

Cash at Bank	87,373	33,270
Cash on Deposit	122,077	114,715
Cash on hand	200	200
	<u>209,650</u>	<u>148,185</u>

2008

2007

\$                      \$

**Note 6: Receivables**

## Current

Trade and other debtors	-	57,913
Receivables from joint workshops	-	5,200
Accrued interest	897	1,082
	<u>897</u>	<u>64,195</u>

**Note 7: Other Assets**

## Current

Prepaid conference expenses	29,473	51,680
Other prepayments	5,177	3,585
	<u>34,651</u>	<u>55,265</u>

**Note 8: Computer and Office Equipment**

Office Equipment, at Cost	489	489
Accumulated Depreciation	(489)	(489)
Computers and Software, at Cost	1,140	1,140
Accumulated Depreciation	(1,140)	(966)
	<u>-</u>	<u>174</u>
	<u>-</u>	<u>174</u>

**Note 9: Key Management Personnel**

## a Details of Key Management Personnel

Names and positions held of key management personnel in office at any time during the financial year are:

## (i) Board Members of the Australasian Evaluation Society

Dr Jenny Neale	Ms Margaret MacDonald
Dr Diana Beere	Dr Yvonne Darlington
Ms Cheryl Reed	Dr Paul Chesterton
Dr Graeme Harvey	Ms Annette Michaux
Ms Penny Hawkins	Dr Gaye Mackenzie
Dr John Owen	Dr Rick Cummings
Ms Nea Harrison	Mr Graham Smith
Prof Peter Bycroft	Mr John Scougall
Ms Mathea Roorda	Ms Marie Delaney
Ms Anne Bosio	Ms Jessica Kenway
Mr Alan Woodward	

The Board Members did not receive any remuneration directly or indirectly from the Society or any related body corporate for management of the Society, other than reimbursements of expenses incurred on behalf of the Society.

**Note 10: Society 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 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 5223, LYNEHAM, A.C.T. 2602, Australia.

**Note 11: Cash Flow Information**

	2008	2007
	\$	\$
<b>a Reconciliation of net cash relating to operating activities to net surplus</b>		
Net surplus/(Loss)	(15,797)	52,429
Non-cash flows in operating surplus:		
Depreciation and Amortisation	174	269
Changes in Assets and Liabilities:		
Receivables	63,298	(63,774)
Other Assets	20,614	(38,750)
Payables	(3,893)	4,448
Unearned Revenue & Provision	(2,931)	17,027
Net Cash relating to operating activities	<u>61,465</u>	<u>(28,351)</u>

**b Non-Cash Transactions**

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

**c Unused Credit Facilities**

The Society does not have any credit facilities.

**Note 12: Financial Instruments****a Financial Risk Management**

The Society's principal financial instruments comprise cash at bank, receivables and accounts payable. These financial instruments arise from the operations of the Society. The main risks arising from Society's financial instruments are interest rate risk and credit risk. The policies for managing each of these risks are summarised below.

Interest Rate Risk

Interest rate risk is a risk that the value of a financial asset or liability will change due to interest rate fluctuations. The interest rate applicable to each class of financial asset and liability are set out below.

Financial Assets:

Variable rate cash deposits totalling \$77,830 at the average rate of 6.25% for the June 2008 quarter.

Money market call account of \$122,077 at the average rate of 6.00%.

Credit Risk

The maximum exposure to credit risk of the Society at balance date to recognised financial assets is carrying amount as disclosed in the balance sheet of the Society and notes thereon. The Society does not have any material credit risk exposure to any single debtor or group of debtors.

**b Net Fair Values**

The Net fair value of financial assets and liabilities approximates the values shown in the balance sheet and the notes thereon.

## AES MEMBERSHIP STATISTICS

### MEMBERSHIP BY REGION AND YEAR

Region	1 July 99	1 July 00	1 July 01	1 July 02	1 July 03	1 July 04	1 July 05	1 July 06	1 July 07	1 July 08
NZ - Auckland	26	23	24	26	29	33	31	34	28	35
NZ - Wellington & South Island	77	72	80	84	84	97	108	116	114	145
NZ - South Island	10	3								
ACT	68	71	64	72	65	50	75	85	121	86
NSW	105	107	94	100	104	92	103	106	111	132
NT	36	29	19	16	15	21	13	11	16	19
QLD	77	70	63	74	83	87	87	94	88	126
SA	64	63	52	51	55	56	71	82	67	50
TAS	16	13	7	7	10	14	12	9	7	8
VIC	132	129	109	125	124	127	138	151	165	202
WA	67	67	62	66	72	58	71	56	59	64
International	15	18	18	20	17	17	19	20	18	35
Reciprocal	1	1	1	1	1	1	1	1	1	1
<b>TOTAL</b>	<b>694</b>	<b>666</b>	<b>592</b>	<b>642</b>	<b>659</b>	<b>652</b>	<b>729</b>	<b>765</b>	<b>795</b>	<b>903*</b>
<b>New members</b>	<b>74</b>	<b>48</b>	<b>89</b>	<b>134</b>	<b>151</b>	<b>142</b>	<b>209</b>	<b>174</b>	<b>230</b>	<b>300</b>
<b>Non renewals</b>		<b>76</b>	<b>163</b>	<b>102</b>	<b>134</b>	<b>149</b>	<b>132</b>	<b>138</b>	<b>200</b>	<b>192</b>

As can be seen in the table above, the annual membership of the AES is variable but has generally been increasing over the past 7 years. There are 903 current members as of July 2008 (this includes a number whose membership has expired in the past three months but have not yet indicated whether they will be renewing). This is 261 more members than in 2002, a 41% increase, and 108 more than the same time last year (a 14% increase). In New Zealand, the membership has increased even more growing by 70 or 64%, now comprising 20% of the membership compared to 17% in 2002. All regions except SA and WA have increased their membership during the period. Wellington and Victoria have shown the most dramatic growth.

\* Includes memberships expired for up to 3 months (previously 6 months.)



**MEMBERSHIP BY EMPLOYMENT SECTOR 2005 & 2008**

Membership Type	2005		2008	
	Number	%	Number	%
New Zealand Government	69	9.5	93	10.3
Australian Commonwealth Government	68	9.3	62	6.9
Australian State Government	210	28.8	174	19.3
Australian Local Government	5	0.7	6	0.7
Not-for-profit Organisation	37	5.1	75	8.3
Private Sector	43	5.9	56	6.2
Consultancy Firm	158	21.7	212	23.5
Higher Education	93	12.8	111	12.3
Unwaged, retired	5	0.7	7	0.7
Other (including overseas)	41	5.6	51	5.6
Unknown	0	0	55	6.1
<b>Total</b>	<b>729</b>	<b>100.0</b>	<b>902</b>	<b>100.0</b>

The table shows that the distribution of employment sectors has remained largely the same between 2005, when statistics on employment first became available, and 2008. However, there has been a drop in the proportion of members from the government sector, especially in Australian state governments.

**TAKE-UP OF INTRODUCTORY ONE-YEAR MEMBERSHIP**

Starting in 2002, the Society adopted a policy setting the difference between the member fee and non-member fee for workshops and conferences to be the cost of a one-year membership, and to offer non-members who enrolled in a workshop or registered for the conference a one-year membership within the registration fee. The table below shows that 412 individuals have taken up this offer but that the number who do each financial year has varied considerably and that overall about 1 in 3 new members join the Society through the introductory offer.

Financial Year	Number joining through Introductory Offer			Total Joining
	Workshops	Conference	Total	
2002-3	1	22	23	151
2003-4	11	21	33	142
2004-5	83	37	120	209
2005-6	45	0*	45	174
2006-7	31	23	54	235
2007-8	42	95	137	300
<b>Total</b>	<b>213</b>	<b>198</b>	<b>412</b>	<b>1211</b>

\* The 2005 Brisbane Conference did not offer the introductory membership

## BREAKDOWN OF NUMBERS SELECTING PARTICULAR MEMBERSHIP OPTIONS

The following table summarises the membership options selected by individuals who joined or renewed since the two-year membership option became available in July 2006. Of the 615 new members, only 16% took up the two-year option, with 32% joining through a workshop/conference special one-year membership, and the remaining 52% using the traditional one-year membership option. In this period, there were also 560 membership renewals, of which 43% were two-year and 57% one-year. Taken together, 29% of new or renewing members took up the two-year option. If the workshop/conference option is removed to better reflect those who have a straight choice between a one-year and two-year option, the proportion of new and renewing members selecting the two-year option increases to 35%.

Membership Option	Number	Percentage
<b>New members since July 2006</b>		
Two-year Option	100	16%
Conference/Workshop One-year Special	199	32%
One-year Option	316	52%
<b>Sub-total (New members)</b>	<b>615</b>	<b>100%</b>
<b>Renewed Membership since July 2006</b>		
Two-year Option	241	43%
One-year Option	319	57%
<b>Sub-total (Existing members)</b>	<b>560</b>	<b>100%</b>
<b>Overall</b>		
Two-year Option	341	29%
Conference/Workshop One-year Special	199	17%
One-year Option	635	54%
<b>Grand total</b>	<b>1175*</b>	<b>100%</b>

\* This total exceeds current membership since those renewing for one year in 2006–7 and again in 2007–8 will be counted twice.