

Minutes of the 38th Session of the Council

Sunday 24 June 2012

Durban, South Africa

The 38th Session of Council was convened by ICEC Chair Murtala Oladapo at 9.00 am on 24 June 2012 at the International Convention Centre in Durban, South Africa. The Full Meeting Agenda Book containing supporting details for various agenda items was provided to delegates in electronic form prior to the meeting. An abbreviated hard copy version of the Meeting Agenda Book was distributed at the meeting. The Full Meeting Agenda Book will be posted on the ICEC website in conjunction with these minutes and will, by reference, be made a part of these minutes.

1.0 Welcome & Introductions

ICEC Chair Murtala Oladapo welcomed the delegates and asked the delegates to introduce themselves and to indicate the association or institute that they represented.

2.0 Attendance & Apologies

2.a Attendance

A total of **42** ICEC office holders and member association delegates/representatives attended the meeting (in part or in whole). **20** member associations were represented at the meeting.

ICEC Executive

Murtala Oladapo	- ICEC Chair & NIQS Delegate
Peter Cox	- ICEC Immediate Past Chair & AIQS Past President
Carsten Wredstrøm	- ICEC Senior Vice Chair & DPL Delegate
Alexia Nalewaik	- ICEC Administrative Vice Chair & AACE Delegate
TT Cheung	- ICEC Administrative Vice Chair, HKIS Past Pres, PAQS Past Chair
Adesh Jain	- ICEC Tech Vice-Chair, PMA-India Delegate, Past IPMA President
Peter Smith	- ICEC Secretary General
José Ângelo Valle	- ICEC Region 1 Director
Andrej Kerin	- ICEC Region 2 Director & ZPM Delegate
Alec Ray	- ICEC Region 2 Assistant Director & ACostE Delegate
Rob van Hoeve	- ICEC Region 2 Assistant Secretary & DACE Delegate
KH Osei-Asante	- ICEC Region 3 Director
Egon Wortmann	- ICEC Region 3 Assistant Secretary
Teoh Wooi Sin	- ICEC Region 4 Director & Immediate Past PAQS Chair
Roger Batten	- ICEC Advisory Committee Chair & AFITEP Representative

Region 1

Allen Hamilton	- ICEC Past Chair & AACE Representative
Sergio Dos Santos Arantes	- AACE Brazil Representative
Aldo Mattos	- AACE Brazil Representative
Jose Chacon De Assis	- IBEC Vice President & Delegate
Joice Dias Ramundo	- IBEC Director

Region 2

Alan Baltrop	- ACostE President
Gianluca di Castri	- AICE Past President & Delegate

Region 3

Qinisani Mbatha	- ASAQS President
Larry Feinberg	- ASAQS Executive Director
Robert Pearl	- ASAQS Representative
Michael K. Frimpong	- GhIS Delegate & AAQS President
Osei Agyemang Badu	- GhIS Alternate Delegate
Basie Verster	- ICEC Past Chair & ASAQS Representative
Ian Oosthuysen	- INQS Delegate & AAQS Representative
Festus M. Litiku	- IQSK Delegate & AAQS Secretary General
Normanda Moorogan	- MAQS President & Delegate
Otis Anyaeji	- NIACE Chairman & Delegate
Charles Mbelede	- NIACE Vice President
Battah Ndirpaya	- NIACE Vice President (Valuation)

Region 4

Michael Manikas	- AIQS Chief Executive Officer & Delegate
Zhang Yunkuan	- CECA President & Delegate
James Y. Sue	- CECA Director
Shu You	- CECA Director
Li Muchong	- CECA Director
Thomas Ho Kwok Kwan	- HKIS QSD Chairman & Delegate
Ong See Lian	- RISM Delegate & RICS Global President

Observers

Brane Semolic	- IPMA Observer
Pieter Steyn	- IPMA Observer

2.b Apologies

Formal apologies were received from **8** ICEC office holders and delegates/representatives.

Region 1

Stephen Revay	- AACE Immediate Past President
Madhu Pillai	- AACE
Paulo Roberto Dias	- IBEC President
Sergio Conforto	- IBEC Director

Region 2

Emanuele Banchi	- AICE President
Luigi Pojaga	- AICE Honorary Chairman

Region 3

Daniel Kyere	- GhIS President
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Region 4

Gary Macdonald	- AIQS President
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2.c Not represented

The following member associations were not represented at the meeting.

Region 1

GOGRC - Grupo OFC Guia Referencial de Costos: Venezuela
SMIEFC - Sociedad Mexicana de Ingenieria Economica Financiera y de Costos

Region 2

CAPQS - Cyprus Association of Professional Quantity Surveyors
CICES – Chartered Institution of Civil Engineering Surveyors: United Kingdom

GTE - Cost Engineering Club Hungary
 PMA - Projekt Management Austria
 PMG - Project Management Greece
 RACE - Romanian Association of Cost Engineering
 SPPR - Project Management Association of Slovakia
 SPR - Czech Association of Project Management
 VSF - Project Management Association of Iceland

Region 3

SAPCI – South African Project Controls Institute

Region 4

ACES - Australian Cost Engineering Society
 BSIJ - Building Surveyor's Institute of Japan
 FIQS - Fiji Institute of Quantity Surveyors
 IPMSL - Institute of Project Managers of Sri Lanka
 IQSSL - Institute of Quantity Surveyors of Sri Lanka
 JSCPE - Japan Society of Cost and Project Engineers
 NZIQS - New Zealand Institute of Quantity Surveyors

3.0 Minutes of Previous Meeting – 37th Council Meeting

The minutes of the 37th Session of Council held on 24 July 2010 in Singapore (included in the Meeting Agenda Book pages 9-27) were taken as read and were approved without amendment (***moved by KH Osei-Asante, seconded by Rob van Hoeve***).

4.0 Matters Arising From Minutes

There were no matters arising from the minutes.

5.0 Officer's Reports

5.a ICEC Chair

ICEC Chair, Murtala Oladapo, welcomed the meeting attendees and provided an overview of his written report which is contained in the Meeting Agenda Book (pages 30-35). He focused on the implementation of the ICEC Strategic Plan and ICEC programs/projects during his term and the outcomes of his regional visits/meetings during 2010-12. He then discussed the issues/challenges facing ICEC and the development of a proposed new governance structure and business plan to address these issues/challenges. Murtala noted that the Chartered Institution of Civil Engineering Surveyors (CICES) had rejoined ICEC and welcomed them back. He concluded by thanking all ICEC executive members, delegates and member associations for their support and assistance during his term. General discussion followed on the points raised.

5.b Senior Vice-Chair

Senior Vice Chair, Carsten Wredstrøm, provided a verbal report that focused on the following items. He spoke about the success of the Cost Engineering stream included in the Nordnet Conference held in Copenhagen in November 2010. This was presented by a range of ICEC speakers and was the most highly reviewed stream at the conference. Carsten noted that there was an increasing interest in Cost Engineering/Project Controls in Scandanavia and many European countries and urged ICEC members to give presentations at various conferences and seminars in the region. He then spoke about the work being done in Region 2 to develop a Cost

Management Certification program in collaboration with IPMA and other interested parties. Carsten concluded by reinforcing the need for further development and effective implementation of the ICEC Strategic Plan.

5.c Administrative Vice-Chair (1)

Administrative Vice-Chair, Alexia Nalewaik, provided a written report which is contained in the Meeting Agenda Book (pages 37-39). Alexia spoke about her role in overseeing ICEC activities in Regions 1 and 2 and the various meetings and conferences she attended in these regions. She spoke about the considerable support provided by AACE for ICEC activities during the 2010-12 term and highlighted the importance of ICEC collaborating more closely with larger member associations such as AACE. This will help to address the financial and human resource limitations of the ICEC organization. Alexia then spoke about the work being done on the development of certification programs and ISO cost management/project controls standards. Alexia concluded with her vision for the ICEC organization and focused on the need for greater participation by ICEC member associations and their members.

5.d Administrative Vice-Chair (2)

Administrative Vice-Chair, TT Cheung, provided a verbal report that focused on the need for the development of a Young Members group within ICEC and a greater participation generally by younger members. He spoke of his work in developing a young member's group within the PAQS organizations and how ICEC could learn from this. TT then put forward his plans to investigate how other member/kindred associations such as PAQS, IPMA, RICS, FIG, etc. have developed young member groups and participation so that ICEC can learn from this and build on these existing programs/strategies. He encouraged all member associations to assist him with these plans.

5.e Technical Vice-Chair

Technical Vice-Chair, Adesh Jain, provided a verbal report that focused on the value for ICEC in further developing its collaboration with IPMA. This included the joint-hosting of congresses and the development of a cost management certification program within the existing IPMA certification system. He then followed up from TT Cheung's report by describing the success of the IPMA Young Crew group and their Management Board. He saw a lot of potential for ICEC to link in with this group. He concluded with the news that there would be a specialist Cost Engineering Stream included in the annual PMA-India symposium in Delhi in December 2012. This will be the first time that this stream will be included in the symposium which has been running for 20 years. Adesh noted that this highlights the increasing recognition of the importance of Cost Engineering in India and beyond.

5.f Immediate Past Chair

Immediate Past-Chair, Peter Cox, provided a verbal report on the progress of ICEC over the past two years. He congratulated Murtala Oladapo on his tremendous work and achievements as ICEC Chair. Peter deferred his commentary on International Standards and the United Nations to later in the meeting agenda.

5.g Advisory Committee Chair

Roger Batten provided an overview of his written report which is contained in the Meeting Agenda Book (pages 43-45). Roger detailed his suggestions for moving ICEC forward that included improving the ICEC website, membership retention/expansion and building on ICEC's reciprocal agreements with other organizations.

5.h.i Secretary-Treasurer Report

Peter Smith provided an overview of his written report which is contained in the Meeting Agenda Book (pages 46-53). Peter commenced by congratulating Murtala Oladapo for his work as ICEC chair and thanked the AIQS Administrative Secretary, Anna Pappalardo, and the ICEC Executive officers for their work and support. Peter then thanked the AIQS for their continued support in hosting the ICEC Secretariat and noted the recent move of the AIQS headquarters (and hence the ICEC Secretariat) from Canberra to Sydney. He then provided an overview of regional meetings held during 2010-12. Peter then highlighted the main secretariat activities over the past two years that included online discussion forums, website developments, ICEC's Wikipedia web page, the ICEC Roundup Newsletter, the new Prospective Member Information Kit and ICEC brochure, the International Cost Management Journal (ICMJ) and the development of an ICEC Knowledge Portal for International Sources of Project Costs.

5.h.ii Secretariat Report

Anna Pappalardo, ICEC Administrative Secretary, prepared a written report which is contained in the Meeting Agenda Book (pages 54-56). Peter Smith provided a verbal overview of her report.

5.h.iii Secretary-Treasurer Financial Report

Peter Smith presented the interim ICEC Financial Report for the 2010-12 term that is included in the Meeting Agenda Book (pages 57-58). He explained that the expenditure figures include estimates of expenditure to the end of July 2012 and do not allow for any additional expenses associated with the 2012 Durban Congress. A final financial report will be issued for the 2010-12 period after closing of the books for the current ICEC Administration. He also noted that the Chair's expenses significantly exceeded the amount shown but substantial financial contributions were made by the Chair personally to cover these costs. He thanked Murtala Oladapo on behalf of ICEC for these personal contributions.

Overall, the income received for the 2010-12 term was well below that budgeted for (Budgeted Income A\$104,000 – Actual Income \$79,739). This was largely due to shortfalls in membership fees and the anticipated levy from the Singapore Congress. However, this shortfall was carefully monitored by the Secretary-Treasurer and expenditure was controlled accordingly. This resulted in expenditure well below the budgeted allowance (Budgeted Expenditure – A\$ 104,000 – Actual Expenditure \$75,870). This resulted in a positive balance of A\$ 3,869.

Finally, Peter noted his appreciation on behalf of ICEC for the significant 'in-kind' financial support provided by the AIQS in managing the ICEC Secretariat in Australia.

The Financial Report was then accepted by ICEC Council delegates (***moved by Alec Ray ACostE, seconded by Michael Frimpong GhiS***).

5.h.iv Action on Delinquent Members

Peter Smith noted that some member associations had outstanding membership subscription fees but that these were generally limited to the smaller associations. He outlined the efforts being made to encourage these associations to pay their fees and asked for assistance from each ICEC Regional Director. He also noted that five associations had resigned from ICEC membership during 2010-12 but that strategies were in place to encourage these associations to reconsider. Two of these associations have subsequently rejoined ICEC as a result of these efforts.

6.0 Proposed New ICEC Governance Structure

ICEC Chair, Murtala Oladapo, provided a written proposal for a new ICEC Governance Structure which is contained in the Meeting Agenda Book (pages 59-64). This proposal was the result of Murtala's investigations and consultation with ICEC executive officers and member associations during his term to ascertain the issues/challenges facing ICEC and to develop strategies to address these. Murtala provided an introduction to the proposal and noted that he had prepared a draft of the proposal in early 2012 which was then distributed to ICEC officers for feedback and comment. The final version of the proposal submitted for the Council meeting was the result of this consultation and feedback. In summary the proposed new Governance Structure comprised:

- Changes to the specific roles/tasks for the ICEC Executive Officers (Chair, Senior Vice Chair, Administration Vice-Chairs, Technical Vice Chair, Secretary-Treasurer and Immediate Past Chair)
- Changes to the structure and role of the ICEC Advisory Committee (including a name change to 'ICEC Advisory Board')
- Changes to the structure of the ICEC Regional Executive that includes the new positions of Deputy Region Directors
- Changes to the structure of ICEC Committees that includes the establishment of 6 new committees (Executive, Membership Development, External Relations, Marketing, Standards and Professional Development, Academic Forums and Research and Nomination Committees)
- Changes to the ICEC Secretariat that includes the establishment of Regional and Zonal secretariats

Lengthy discussion was held on the details of the proposal. Murtala emphasized that the new governance structure would provide more opportunities for member associations and their members to become officially involved in ICEC affairs and would provide more specific roles/tasks for ICEC officers. Some members expressed concern that it would be difficult to fill all of these positions. After much deliberation the following motion was put forward:

K.H. Osei Asante (GHS) moved, seconded by Gianluca di Castri (AICE), that the proposed new Governance Structure (as detailed in the Meeting Agenda Book pages 59-64) be accepted. The voting result from eligible delegates was 14 ayes, 1 nay and 1 abstention. Accordingly, the proposal was approved.

It was also agreed that time was needed to nominate people for the new positions and that the nomination process would occur in consultation with the 2012-14 ICEC Executive and Regional Officers. The Nominating Committee would then put forward nominations for approval by the Council. It was agreed that this process should occur as soon as possible and ideally the new positions filled by approximately November 2012.

7.0 ICEC Strategic Plan

During the 2010-12 term the ICEC Executive, led by Alexia Nalewaik, Carsten Wredstrøm and Murtala Oldapo, developed an 'ICEC Mission Statement, Objectives and Work Plan' based on the ICEC Strategic Plan. This is included in the Meeting Agenda Book (pages 65-70). Alexia Nalewaik introduced this agenda item and Carsten Wredstrøm provided more details on the plan. Much discussion was held on the merits of ICEC amending the plan to include the discipline of 'Total Project Controls' (in addition to the disciplines of Cost Engineering, Quantity Surveying and Project Management that ICEC represents). Project Controls is a terminology increasingly being used in the UK, Europe and other regions to describe the professional roles that ICEC represents. It was agreed that this would be discussed further during the 2012-14 term.

8.0 ICEC Business Plan 2012-14

The ICEC Business Plan for 2012-14 (based on the 'ICEC Mission Statement, Objectives and Work Plan' detailed in Agenda Item 7.0) was then presented to the meeting delegates. This is included in the Meeting Agenda Book (pages 71-74). Alexia Nalewaik and Carsten Wredstrøm provided an overview of this plan and led discussion on the details.

In summary the Business Plan provided policies and specific projects for the ICEC Executive and Membership, External Relations, Marketing, Standard/Professional Development, Administration, Networking and Member Services.

Teoh Wooi Sin (SISV) moved, seconded by Egon Wortmann (Region 3 Assistant Secretary), that the proposed ICEC Business Plan 2012-14 (as detailed in the Meeting Agenda Book pages 71-74) be accepted. This was approved unanimously by the Council meeting delegates.

9.0 Reports - Regions, Member Societies and Prospective Members

9.i Region 1

Region 1 Director's Report

Region 1 Director, José Ângelo Valle, (IBEC) provided a verbal report on Region 1 activities. He spoke about the 'Cost Engineers Day 2012' held in Rio De Janeiro in May 2012 and distributed a newsletter that provided details of the event. Angelo described how the cost engineering profession was becoming stronger in Brazil and that IBEC were working towards holding the ICEC World Congress in Rio De Janeiro in 2016. As part of the preparations for this Angelo proposed that the 2013 ICEC Region 1 Meeting be held in Rio De Janeiro in conjunction with a Cost Engineering Symposium. This would most likely be held in November 2013.

AACE

AACE Immediate Past President and ICEC delegate, Stephen Revay, prepared a written report that is included in the Meeting Agenda Book (pages 78-81). In his absence, Alexia Nalewaik, provided an overview of the report. Alexia highlighted the initiative of the AACE to develop an Online Learning Center that will be released in September 2012. The Online Learning Center will include audio recordings synchronized with PowerPoint presentations from the best presentations at their Annual AACE Meetings.

IBEC (Brazil)

José Ângelo Valle, ICEC Region 1 Director and IBEC Vice President and delegate, prepared a written report that is included in the Meeting Agenda Book (pages 82-93). Angelo provided an overview of this report.

9.ii Region 2Region 2 Director's Report

Region 2 Director, Andrej Kerin, prepared a written report that is included in the Meeting Agenda Book (pages 95-97). Andrej provided an overview of this report that included details and outcomes of the various meetings held in the region and the strong collaboration between Region 2 and IPMA. A joint ICEC-IPMA research forum was held in Portoroz in 2011 and was a great success. Andrej spoke about the advantages of continuing such collaborative ventures with IPMA.

ACostE (United Kingdom)

ACostE provided a written report that is included in the Meeting Agenda Book (pages 99-127). This included details of the ACostE Company Members Committee, the ACostE Assessment Service Centre (TASC) and the ACostE Annual Report. Also included was a paper from Alec Ray on 'A Strategy for Success for Smaller Societies' that described the ACostE collaboration with the Institution of Engineering and Technology (IET). Alan Baltrop and Alec Ray provided an overview of these reports/papers and gave a short presentation on the TASC scheme.

AFITEP (France)

AFITEP delegate, Martine Miny, prepared a written report that is included in the Meeting Agenda Book (pages 128-130). In her absence, reference was made to her report.

AICE (Italy)

AICE President and delegate, Gianluca di Castri, prepared a written report that is included in the Meeting Agenda Book (pages 131-136). This included a report on the AICE preparations for hosting the 2014 ICEC World Congress in Milan.

DACE (The Netherlands)

ICEC Region 2 Assistant Secretary and DACE delegate, Rob van Hoeve, prepared a written report that is included in the Meeting Agenda Book (pages 137-141). Rob provided an overview of this report and noted that DACE and NVBK have implemented an intelligent Search Engine that provides access to a wealth of knowledge and information relevant to estimating, planning, cost control, and value optimization. Rob also commented that this would be his last ICEC Council meeting as he was retiring.

DPM (Denmark)

ICEC Senior Vice-Chair and DPM Delegate Carsten Wredstrøm provided a written report that is included in the Meeting Agenda Book (pages 142-143). Carsten provided an overview of this report. He noted that membership of DPM is strong with approximately 2,200 individual members and 50 company members. He stated that the DPM continue to develop stronger interest in Cost Engineering and that the term 'Project Controls' is increasingly being recognized in Scandinavia and many parts of Europe as a descriptor for the profession.

ZPM (Slovenia)

Andrej Kerin, ICEC Region 2 Director and ZPM Delegate, prepared a detailed written report that is included in the Meeting Agenda Book (pages 144-153). Andrej provided an overview of this report. He noted that the ZPM Project Forum would be held in Ljubljana, Slovenia in May 2013.

PMA (Austria)

The PMA prepared a written report that is included in the Meeting Agenda Book (pages 154-156). In their absence, reference was made to the PMA report.

9.iii Region 3

Region 3 Director's Report

Region 3 Director K.H. Osei Asante provided a detailed written report that is included in the Meeting Agenda Book (pages 158-163). He commented that Region 3 has 9 member associations and that he was working towards encouraging a further 9 associations to join through the collaborative links between ICEC Region 3 and the African Association of Quantity Surveyors (AAQS). Osei spoke about the importance of working closely with the AAQS and recommended that ICEC form a Memorandum of Understanding (MOU) with AAQS. He also spoke about the need to make ICEC's MOU with FIG more operational as FIG has many African members. Being more active with FIG will attract attention from these African members and may engender interest in them joining ICEC. Osei then discussed the difficulty for African members to attend ICEC meetings due to high travel costs in Africa and visa issues.

ASAQS (South Africa)

ASAQS Executive Director and Delegate, Larry Feinberg, provided a written report that is included in the Meeting Agenda Book (pages 176-188). This included 4 annexures on accredited universities, model/standard documentation, general services and standard building agreements. Larry provided an overview of this report and noted that ASAQS have 4,200 members and currently accredit 7 universities.

GhIS (Ghana)

AAQS President and GhIS delegate, Michael Frimpong, provided a written report that is included in the Meeting Agenda Book (pages 165-166). Michael provided an overview of this report and noted that the need for greater recognition of the QS/CE across the African continent and the establishment of benchmarks for the harmonization of professional fees in Africa. He requested the assistance of ICEC with these areas.

IQSK (Kenya)

IQSK delegate, Festus Litiku, provided a written report that is included in the Meeting Agenda Book (pages 192-195). Festus provided an overview of this report. The IQSK was founded in 1994 and has over 600 members. The IQSK hosted the ICEC Region 3 Meeting in 2011 on 26 August at the Leisure Lodge in Mombasa, Kenya in conjunction with the 4th AAQS General Assembly from 24-27 August.

MAQS (Mauritius)

MAQS President and delegate, Normanda Moorogan, provided a written report that is included in the Meeting Agenda Book (pages 170-172). Normanda provided an overview of this report. The MAQS has 78 members and 25 practicing firms. They hold approximately 8 CPD presentations and 1 seminar each year. Normanda noted that the MAQS is very active in working with government departments and assisting them with relevant policy development. A Bill establishing a Council for Quantity Surveyors will soon be passed in the Mauritius Parliament. The MAQS are also working on the development of a 'Guide for Bidding and Estimating' for small contractors.

NIACE (Nigeria)

The NIACE provided a written report that is included in the Meeting Agenda Book (pages 189-191). Charles Mbelede, the NIACE Vice President, provided an overview of this report. Charles

noted that the NIACE has an extensive accreditation program with 148 Valuers, 130 Cost Engineers and 5 Engineering Economists currently accredited under the program.

NIQS (Nigeria)

NIQS Executive Secretary, Dr. Kabiru Ibrahim, provided a written report that is included in the Meeting Agenda Book (pages 173-175). The NIQS currently has a membership base of 6,605 and conduct a number of training program and industry seminars. The NIQS will soon be launching its new Research Policy and Professional Development Policy. They have also established a charity titled the 'NIQS Eagleheart Charity'.

SAPCI (South Africa)

SAPCI prepared a written report that is included in the Meeting Agenda Book (pages 167-169). In their absence, reference was made to the SAPCI report.

9.iv Region 4

Region 4 Director's Report

Region 4 Director and Immediate Past PAQS Chairman, Teoh Wooi Sin, provided a verbal report on Region 4 activities. Wooi Sin noted that the Philippines Institute of Quantity Surveyors had recently joined PAQS and were keen to also apply for ICEC membership. There is also increasing interest in developing quantity surveying associations in Indonesia, Pakistan, Thailand, Vietnam and South Korea. PAQS have invited representatives from this region to attend PAQS meetings as observers and Wooi Sin encouraged ICEC to do the same for ICEC meetings. Wooi Sin then spoke about the development of the PAQS Competency Standards for Quantity Surveyors that could be developed further on a global scale to represent the global cost management profession. This could help in the mutual recognition of the quantity surveyor and the cost engineer around the world. PAQS also has a well established university accreditation scheme based on these Standards that could also be further developed on a global scale and aligned with cost engineering. Wooi Sin concluded by saying that the relationship between ICEC Region 4 and PAQS was strong with most member of PAQS also members of ICEC and all working together for the common purpose of developing the profession in the region.

ACES (Australia)

ACES prepared a written report that is included in the Meeting Agenda Book (pages 210-215). In their absence, reference was made to the ACES report.

AIQS (Australia)

The AIQS CEO, Michael Manikas, provided a written report that is included in the Meeting Agenda Book (pages 201-209). Michael provided an overview of the report. He noted the recent move of the AIQS headquarters from Canberra to Sydney. The AIQS are currently embarking on a strategy to reinvigorate and rebrand the association and profession in Australia. The AIQS have also developed a new marketing program that includes a new annual industry award program titled the 'AIQS Infinite Value Awards' that will culminate in an annual gala awards dinner. The AIQS are producing a new Standard Method of Measurement that includes an abbreviated form of the Method. The AIQS have a strong Young Quantity Surveyors group and have developed a strategic plan to develop this further.

CECA (China)

CECA provided written reports that are included in the Meeting Agenda Book (pages 198-200). James Sue, a CECA Director, provided an overview of this report. Cost Engineering certification for the registration of cost engineers in China continues to be an important area for the

profession in China. CECA are working closely with the HKIS on a scheme to achieve mutual qualifications for their members. As at October 2011, 339 HKIS quantity surveying members and 369 CECA members have obtained mutual qualification under this scheme. CECA recently published the 'Standard Consultancy Method of Bidding Price (First Edition)' – the publication provides methods, standard formats and highest quality management methods for cost engineering professionals to adopt at the Bidding phase of projects.

HKIS (Hong Kong)

The HKIS provided a written report that is included in the Meeting Agenda Book (pages 216-218). Thomas Ho, the HKIS QSD Chairman & delegate, provided an overview of the report. Thomas noted that Ms Serena Lau recently became the first female president of the HKIS. The HKIS currently has 5,565 qualified members and 2,514 technical, probationer and student members. Of these 2,545 are qualified quantity surveying members. The HKIS will be holding the PAQS Congress and ICEC Region 4 meeting in 2014 in Hong Kong and preparations are already underway. Thomas highlighted that there is a great focus on Building Information Modeling (BIM) in Hong Kong as the government now requires the use of this technology on their projects. The HKIS have established a QS BIM working group to help the profession deal with this. The HKIS continue to develop a number of publications.

PMA-India

ICEC Technical Vice Chair and PMA India delegate, Adesh Jain, provided a written report that is included in the Meeting Agenda Book (pages 219-221). Adesh provided an overview of this report. He noted that the Project Management Certification Institute (PMCI-India), the National Certification Body of PMA-India, has been operating since 2010. Adesh referred delegates to the PMA Newsletters which are available from the PMA website (www.pma-india.org). He spoke about the great success of the PMA 'Certificate in Project Management' program with over 10,000 project managers certified under this program over the past 3 years. The PMA have been prolific in the publications field with 8 books published in the past year. Adesh concluded by informing delegates that the annual PMA-India Global Symposium will be held this year from 3-5 December and that a Cost Engineering stream will form part of the symposium for the first time. He invited all ICEC members to attend the symposium and present papers in the cost engineering stream.

SISV (Singapore)

The SISV provided a written report that is included in the Meeting Agenda Book (pages 222-224). ICEC Region 4 Director and SISV delegate, Teoh Wooi Sin, provided an overview of this report. Wooi Sin highlighted that, as with Hong Kong, Building Information Modeling (BIM) is now a key area in the Singapore industry. All government projects must now utilize BIM and this will extend to the private sector by 2015. The SISV are working with their members to assist them with this rapid change in technological use in the industry. Wooi Sin also noted that the SISV are pursuing the development of a Quantity Surveying Act in Singapore.

Other Region 4 Reports

Some of the other ICEC Region 4 member associations prepared reports for the PAQS 2011 Board Meeting held in Colombo, Sri Lanka on 24 July 2011. As these reports provide information that is applicable for the ICEC member association reports, permission was obtained from the PAQS Secretary, Ms. Katherine Thiang, to reproduce these reports in the Meeting Agenda Book.

Accordingly, the following written PAQS member reports were noted and included in the Meeting Agenda Book on the pages as indicated:

BSIJ – Japan (pages 225-226)

IQSSL – Sri Lanka (pages 235-237)

NZIQS – New Zealand (pages 233-234)

RISM – Malaysia (pages 227-232)

10.0 Co-Operation With Other Bodies

10.a African Association of Quantity Surveyors (AAQS)

KH Osei Asante (ICEC Region 3 Director), Egon Wortmann (ICEC Region 3 Assistant Secretary) and Michael Frimpong (AAQS President) provided commentaries on AAQS activities. The relationship between ICEC and AAQS continues to strengthen and they are encouraging more AAQS member associations to join ICEC in the near future. Osei repeated his view from his Region 3 Director's report that ICEC should take steps to sign an MOU with the AAQS to formalize the relationship. The AAQS are developing a location cost factor model for Africa akin to that developed by John Holmann from the AACE and Osei highlighted the benefits for the AAQS in liaising with John and the AACE on their project. Egon noted that Region 3 Meetings are normally held in conjunction with AAQS events and congresses and this provides many opportunities for collaboration. For example, this could be extended to joint AAQS/ICEC CPD seminars. Michael spoke about the need for ICEC/AAQS to collaborate more closely for mutual benefit.

10.b International Federation of Surveyors (FIG) – Commission 10

Gianluca di Castri and Roger Batten provided a verbal report on FIG activities. Robert Sinkner, from the Czech Republic, became the new chair of FIG Commission 10 in 2011. Andrew Morley, from CICES, was the previous Commission 10 chair. As CICES are a member of both ICEC and FIG the link that Andrew provided for the two organizations was very valuable. Gianluca and Roger emphasized the importance of working more closely with FIG. They noted that the 2013 FIG Working Week and General Assembly is scheduled to be held in Abuja, Nigeria from 6-10 May. They suggested that the ICEC Region 3 Meeting could be held in conjunction with this General Assembly.

10.c International Project Management Association (IPMA)

Alexia Nalewaik (ICEC Administrative Vice Chair) and Andrej Kerin (ICEC Region 2 Director) spoke about the ongoing collaboration with IPMA. A newly revised MOU with IPMA had been drafted and was due to be signed soon after the meeting during the Congress. ICEC and IPMA held a joint research forum in Portoroz in 2011 and further plans are in place for joint forums/congresses. This includes the possibility of ICEC co-hosting the 2013 IPMA Congress in Croatia. IPMA observers at the meeting, Brane Semolic and Pieter Steyn then spoke about the great interest that IPMA had in collaborating with ICEC. Brane then gave a short presentation on the IPMA organization.

10.d Pacific Association of Quantity Surveyors (PAQS)

Teoh Wooi Sin provided a verbal report on ICEC's collaboration with PAQS. He noted that all but two PAQS member associations were also members of ICEC which provides a good indication of the strong ties between the two organizations. He suggested that ICEC should take steps to sign an MOU with PAQS to formalize the relationship.

10.e Royal Institution of Chartered Surveyors (RICS)

Ong See Lian, RICS Global President and RISM delegate, provided a verbal overview of RICS activities during his term and highlighted the opportunities for ICEC and RICS to collaborate for the mutual benefit of not only the associations but the global profession. Ong See Lian spoke about the importance of collaboration around the globe to raise global professional standards in the cost management field. ICEC Chair, Murtala Oladapo, then spoke about the successful meeting he and other ICEC officers had with Ong See Lian at the RICS Headquarters in London in October 2011. These discussions led to an agreement for ICEC and the RICS to form a Memorandum of Co-Operation (MOC). The MOC had been drafted and was due to be finalized after the meeting. The MOC was formally signed at the Congress Gala Dinner on 27 June.

11.0 International Congresses

11.a 2014 9th ICEC World Congress – Region 2 (Milan, Italy)

Gianluca di Castri provided a verbal overview of preparations for the 2014 9th ICEC World Congress on behalf of AICE, the hosts of the event. He also referred delegates to his written AICE member report that provided further details on the event (included in the Meeting Agenda Book – pages 133-136). The Congress will be held from 21-23 October 2014 in Milan, Italy with the ICEC Council meetings scheduled for 19-20 October 2014. AICE have engaged a professional events firm to assist with the Congress. Gianluca distributed a Congress brochure to meeting delegates and noted that the AICE have a stand at the Durban Congress to help promote the event to Congress delegates. A presentation on the 2014 event was also scheduled at the closing ceremony of the Durban Congress.

11.b 2016 10th ICEC World Congress – Region 1 (Brazil Proposal)

Joice Dias Ramundo (IBEC Director), José Ângelo Valle (ICEC Region 1 Director) and Jose Chacon De Assis (IBEC Vice President and Delegate) gave an excellent bid/presentation for the hosting of the 2016 10th ICEC World Congress in Rio De Janeiro, Brazil. The actual proposed dates for the Congress have yet to be determined.

KH Osei Asante (GHIS) moved, seconded by Roger Batten (ICEC Advisory Committee Chair), that Rio De Janeiro, Brazil be confirmed as the venue for the 2016 Congress with IBEC the host association. This was approved unanimously by the Council delegates.

11.c 2018 11th ICEC World Congress – Region 4

Peter Smith commented that potential proposals for hosting the 2018 Congress were still being discussed by Region 4 member associations in collaboration with PAQS. The AIQS have expressed interest in hosting the 2018 Congress in Sydney, Australia. This will be discussed further at the next Region 4 meeting and PAQS Congress in 2013 in China.

Note:

At this juncture it was agreed that the meeting should jump to Agenda Items 18-21 to make sure that appropriate time was allowed for these important items. After addressing these items the meeting returned to Agenda Item 12 and the original schedule. However, these meeting minutes will follow the original meeting agenda schedule for the purposes of practicality and ease of reference to the Meeting Agenda Book.

12.0 ICEC Region Meetings 2010-2012

12.a Region 1

Region 1 meetings are normally held in conjunction with the AACE Annual General Meetings. The 2010 Region 1 Meeting was held in Atlanta, USA on 29 June during the 54th AACE Annual General Meeting. The meeting minutes are included in the Meeting Agenda Book (pages 246-250). The 2011 Region 1 Meeting was held in Anaheim, California, USA on 21 June during the 55th AACE Annual General Meeting. This included a meeting with AACE Executive Officers. The meeting minutes are included in the Meeting Agenda Book (pages 251-252).

12.b Region 2

The 2010 Region 2 Meeting was held in Copenhagen, Denmark on 20 November during the Nordnet Symposium. The meeting minutes are included in the Meeting Agenda Book (pages 254-264). The 2011 Region 2 Meeting was held in London on 29 October. The meeting minutes are included in the Meeting Agenda Book (pages 265-273).

A number of other meetings were held in Region 2 as follows:

11 May 2011	- ICEC/IPMA International Research Forum – Portoroz, Slovenia
27 June 2011	- ICEC Chair/ACostE Meeting, London
27 October 2011	- ICEC/ICES Meeting, London
28 October 2011	- ICEC Executive Meeting, London
28 October 2011	- ICEC Executive Meeting (prior to Region 2 Meeting), London
31 October 2011	- ICEC/RICS Meeting, London
2 November 2011	- ICEC Chair - ACostE Anniversary Dinner, Coventry, UK

The minutes for these meetings are included in the Meeting Agenda Book (pages 274-288).

12.c Region 3

The 2010 Region 3 Meeting was held in Capetown, South Africa on 30 October in conjunction with the 2010 ASAQS Conference. The meeting minutes are included in the Meeting Agenda Book (pages 290-295). The 2011 Region 3 Meeting was held in Mombasa, Kenya on 26 August in conjunction with the 4th AAQS General Assembly. The meeting minutes are included in the Meeting Agenda Book (pages 296-301).

12.d Region 4

Region 4 meetings are normally held in conjunction with the PAQS Annual Congresses. In 2010 the ICEC Council Meeting and 7th ICEC World Congress/14th PAQS Congress were held in Singapore from July 23-27. Accordingly, a separate Region 4 meeting was not required as the ICEC Council Meeting was held in Region 4. The 2011 Region 4 Meeting was held in Colombo, Sri Lanka on 24 July in conjunction with the 2011 15th PAQS Congress. The ICEC Region 4 meeting was incorporated in the PAQS Board Meeting. Therefore the PAQS Board meeting minutes double as the minutes for the ICEC Region 4 meeting. Permission was granted from Ms. Katherine Thiang (RISM) to publish the PAQS Board Meeting Minutes. These meeting minutes are included in the Meeting Agenda Book (pages 303-316).

13.0 Future Region Meetings**13.a Region 1**

The 2012 Region 1 meeting will be held in conjunction with the AACE 56th Annual General Meeting in San Antonio, TX, USA being from 8-11 July. The 2013 Region 1 meeting will be held in Rio De Janeiro (date/venue to be decided).

13.b Region 2

The 2012 Region 2 meeting will be held in Milan, Italy on 24 November. The venue and date for the 2013 meeting has not been determined yet.

13.c Region 3

The 2012 Region 3 meeting will not be required due to the 2012 ICEC Council Meeting being held in Region 3 (Durban, South Africa). The venue and date for the 2013 meeting has not been determined yet but may possibly be held in conjunction with the 2013 FIG Working Week and General Assembly that is scheduled to be held in Abuja, Nigeria from 6-10 May.

13.d Region 4

Region 4 meetings will be held in conjunction with the PAQS Annual Congresses. The 2012 Region 4 meeting will be held on 8 July in conjunction with the 16th PAQS Congress & PAQS Board Meeting in Brunei Darussalam. The 2013 Region 4 meeting will be held in conjunction with the 17th PAQS Congress being held in Xi'an, China from 18-21 May.

14.0 Communications & ICEC Website

The ICEC Secretariat and Executive Officers continue to implement and explore ways of improving communication and sharing of information amongst member associations and the individual members of these associations in particular. This continues to be one of the greatest challenges facing ICEC. Peter Smith's Secretary-Treasurer's Report (Item 5.h.i) and the Secretariat Report (Item 5.h.ii) by ICEC Administrative Secretary Anna Pappalardo provided an outline of current initiatives and suggestions for improving communications. The following agenda items (included in the Meeting Agenda Book pages 318-342) provided a further update on these developments.

14.a International Cost Management Journal (ICMJ)

Peter Smith provided a quick overview of the ICEC International Cost Management Journal (ICMJ). The ICMJ is a peer reviewed on-line journal that features a collection of the best papers and articles that have been previously published in conference proceedings, symposia or journals produced by ICEC and ICEC member associations. It is a perpetual journal which allows papers to be submitted and included at any time. The ICMJ provides a great opportunity for ICEC member associations to acknowledge high quality contributions to their publications and conference proceedings. The journal effectively contains the 'best of the best' papers published around the world by member associations. It provides a single-source means of publishing high quality papers produced worldwide in the fields of Cost Engineering, Quantity Surveying and Project Cost Management. Peter encouraged member associations to contribute papers to the journal.

14.b International Roundup Newsletter

Peter Smith provided a quick overview of the ICEC International Roundup Newsletter. The newsletter is published twice a year in March and October. The new version of the newsletter (first published in March 2010) has been very well received. ICEC Administrative Secretary Anna Pappalardo continues to do tremendous work with the newsletter but still has difficulty in getting member associations to contribute news, information and articles. Peter encouraged members to contribute to the newsletter and highlighted that it provided an excellent means of promoting their activities.

14.c Promotional Materials

Peter Smith spoke briefly about the need for ICEC to develop further promotional materials. Peter noted that the ICEC marketing brochure is available on the ICEC website and provided a copy in the Meeting Agenda Book (pages 325-326).

14.d ICEC Prospective Member Information Kit

Peter Smith provided a quick overview of the ICEC Information Kit for Prospective Members. Peter noted that the Kit is available for download on the ICEC website and provided a copy in the Meeting Agenda Book (pages 327-342). The kit will also be useful for existing ICEC members to help them explain the benefits/services that ICEC provides for their individual members.

14.e Improving ICEC Communications

Peter Smith emphasized the need for ICEC to continue to improve communications both within and outside the organization particularly with respect to individual members of ICEC associations. He referred delegates back to his Secretary-Treasurer's report (Item 5.h.i) and the Secretariat Report (Item 5.h.ii) where this issue has also been covered.

14.f ICEC Website

Peter Smith noted that the ICEC website has been substantially improved during 2010-12. The website has moved from a HTML platform to a 'content based' format utilizing the 'Word Press' platform. This is a commonly used platform for websites and provides a more user-friendly format for the Secretary-Treasurer and the ICEC Administrative Secretary to work with. However, Peter noted that the website needed further improvement particularly in terms of the 'professional image' of the site and the content. This has been discussed at various Region and

Executive meetings during 2010-12. Further discussion was then held on this topic. It was agreed that Peter would work with the members of the ICEC Executive during 2012-14 to implement measures to improve the website.

15.0 ICEC Accreditation of Certification and CPD Programs

Details of the ICEC Accreditation system are included in the Meeting Agenda Book (pages 343-349). Peter Smith provided a quick overview of this accreditation system and encouraged member associations to submit their various certification and CPD programs for accreditation. Alan Baltrop (ACostE) then gave a presentation on the ACostE Tiered Accreditation program. Details of the program are included in the Meeting Agenda Book pages 350-352). This program is accredited by ICEC and Alan provided meeting delegates with a good insight into a very successful program. The program maps into the UK's Engineering Council Requirements for Chartered Engineer, Incorporated Engineer and Engineering Technician. The Framework of the program allows practitioners from all academic and non-academic backgrounds to register and progress through the professional levels of Enrolled Registered Incorporated and Certified Professional, all mapped back to the Engineering Council requirements. This enables the ACostE to demonstrate equivalence to those requirements, with the Certified Professional having equivalence to the Chartered status and Enrolled status to the Engineering Technician. Overall this novel approach enables the above group of disciplines, who could never meet the requirements of the main professional bodies for engineering work experience, to demonstrate their professional level in their own practice skills.

16.0 United Nations/UN Habitat

ICEC Chair, Murtala Oladapo, provided a written report on ICEC's NGO Roster Consultative Status with the United Nations that is included in the Meeting Agenda Book (pages 354-355). Murtala provided an overview of this report and Peter Cox, Immediate Past ICEC Chair, provided a further update. Discussion was held on the need to prepare papers/bulletins on ICEC's NGO status to better inform member associations and their members about this status and how it can be acted upon. It was agreed that Peter Smith would work with Murtala and Peter Cox in preparing this information for members.

17.0 Obligations and Advantages of ICEC Member Societies

This agenda item was included as a reminder to members. Details of the obligations and advantages of ICEC membership are included in the Meeting Agenda Book (pages 356-358). Due to time constraints, this item was not discussed and meeting delegates were referred to the Meeting Agenda Book and ICEC website for further details.

18.0 Humphreys Award for Young and Student Members

Peter Smith provided a written report on the Humphreys Award that is included in the Meeting Agenda Book (page 360) along with details of the award criteria (page 361). Awards are available in each of the fields of Cost Engineering (CE), Quantity Surveying (QS) and Project Management (PM). A total of 8 papers were submitted for the award. There were 2 submitted for the Quantity Surveying Award, 3 for the Cost Engineering Award and 3 for the Project Management Award. Papers were submitted by the South African Association of Quantity Surveyors (ASAQS), the China Cost Engineering Association (CECA), the New Zealand Institute of Quantity Surveyors (NZIQS), the Singapore Institute of Surveyors and Valuers (SISV) and the Slovenian Project Management Association (ZPM).

Peter Smith noted that the Award Committee felt that all of the papers submitted were of a high standard and, as there can only be one winner in each category, they decided that it would be appropriate to award a 'Certificate of Recognition' for the papers that didn't win.

The 2012 Kenneth K. Humphreys Outstanding Paper Award Winners were:

Quantity Surveying Award

Michael Van Der Merwe (South Africa – ASAQS)

Paper Title: The Importance Of External Walls In Energy Efficiency Of Buildings

Cost Engineering Award

Yin Lin-Lin (China – CECA)

Paper Title: Economic Analysis Of Solar Photovoltaic Based On Life Cycle Costing

Project Management Award

Ang Yu Qian (Singapore – SISV)

Paper Title: Benefits and ROI Of BIM For Multi-Disciplinary Project Management

Certificates of Recognition were awarded to:

Marcel Frei (New Zealand – NZIQS)

Chi Lin (China – CECA)

Sun Lu (China – CECA)

Jaco Pieterse (South Africa - ASAQS)

Lovro Krajnc (Slovenia – ZPM)

These awards and certificates will be presented at the ICEC World Congress gala dinner on 26 June.

19.0 Election of Officers for 2012-14

The nominations from the ICEC Nominating Committee for ICEC Executive Officer positions and co-opted positions for 2012-14 are included in the Meeting Agenda Book (page 363). No additional nominations were received.

Therefore, the nominees were all declared elected. They are:

Executive Officers

Chair	- Carsten Wredstrøm (DPM - Denmark)
Senior Vice Chair	- Alexia Nalewaik (AACEI - United States)
Administrative Vice Chair	- TT Cheung (HKIS - Hong Kong)
Administrative Vice Chair	- Kwadwo Osei-Asante (GhIS - Ghana)
Technical Vice Chair	- Andrej Kerin (ZPM - Slovenia)
Secretary General	- Peter Smith (AIQS - Australia)
Immediate Past Chair	- Murtala Oladapo (NIQS - Nigeria)

Regional Directors

Region 1 Director	- José Ângelo Valle (IBEC - Brazil)
Region 2 Director	- Gianluca di Castri (AICE - Italy)
Region 2 Assistant Director	- Alec Ray (ACostE - United Kingdom)
Region 3 Director	- Robert Pearl (ASAQS - South Africa)
Region 4 Director	- Teoh Wooi Sin (SISV - Singapore)

Regional Assistant Secretaries

Region 1 Assistant Secretary	- Madhu Pillai (AACE - United States)
Region 2 Assistant Secretary	- Martine Miny (AFITEP - France)
Region 3 Assistant Secretary	- Egon Wortmann (ASAQS - South Africa)
Region 4 Assistant Secretary	- HH Kwan (RISM - Malaysia)

ICEC Advisory Board

Chair	- Roger Batten (ACostE - United Kingdom)
New Board Member	- Adesh Jain (PMA – India)
New Board Member	- Ong See Lian (RISM – Malaysia)

The new ICEC Governance Structure approved under Agenda Item 6 requires further nominations for new ICEC officer positions that have been created under this structure. These involve the positions of Deputy Region Directors. As detailed in Agenda Item 6, this nomination process will occur in consultation with the 2012-14 ICEC Executive, Regional Officers and the Nominating Committee. The Nominating Committee will then put forward nominations for approval by the Council. It was agreed that this process should occur as soon as possible and ideally the new positions filled by approximately November 2012.

20.0 ICEC Budget and Subscription Fees for 2012-14

Peter Smith provided a written report on the proposed ICEC Budget and Subscription Fee Structure that is included in the Meeting Agenda Book (page 365).

Peter provided an overview of the report and noted that ICEC membership subscription fees have basically remained the same since April 2004. The only difference since then has been brought about by the change in the currency of fees from US\$ to A\$ in 2008 and the conversion rate used at the time.

Peter noted that this raises the question of whether subscription fees should be increased to counter the effects of inflation and to provide greater scope for improving ICEC services. Peter commented that the ICEC Executive Officers had discussed this issue prior to the Council Meeting and felt that the need for higher subscription fees needed to be balanced against the capacity of member associations to pay these higher fees particularly given the problems created by the recent global financial crisis. There was a consensus amongst the Executive that ICEC subscription fees and other fees should not change.

Therefore Peter Smith proposed that there be no change to the ICEC Subscription and Fee Structure for the 2012-14 term. Additionally, he proposed that a maximum annual certification fee of A\$ 2,500.00 be established for ICEC accredited certification/CPD programs as many of these programs have been very successful with large numbers of certified members (the accreditation fee is based on the number of certified individuals).

Accordingly, Teoh Wooi Sin (SISV) moved, seconded by Alec Ray (ACostE), that there be no change to the ICEC Subscription and Fee Structure for the 2012-14 term and that a maximum annual certification fee for ICEC accredited certification/CPD programs be approved and set at A\$ 2,500.00. This was approved unanimously.

The approved **ICEC Subscription and Fee Structure for 2012-14 (in A\$)** is therefore as follows:

	A\$
<u>Annual Membership Fees (Full Members)</u>	
Fee per individual member	0.65
Fee per organisational member	16.00
Minimum annual fee	425.00
Maximum annual fee	10,700.00
<u>Annual Membership Fees (Associate Members)</u>	
Fee per individual member	2.00
Fee per organisational member	20.00
Minimum annual fee	100.00
<u>International World Congress & Forum Fees</u>	
International World Congress - Fee per delegate	55.00
(Note – No maximum fee for International World Congress	
ICEC Endorsed Forums - Fee per paid delegate	20.00
ICEC Endorsed Forums - Maximum forum fee	5,700.00
<u>Annual Certification/CPD Program Fees</u>	
Fee per certified individual	2.85
Maximum certification fee	2,500.00

Peter Smith then presented the proposed 2012-14 Budget that is included in the Meeting Agenda Book (page 366). He commented that the ICEC Executive Officers had also discussed this budget prior to the Council Meeting. There was a consensus amongst the Executive that the budget was appropriate for the 2012-14 term.

Discussion was then held on the proposed budget. It was suggested that an allowance be included for Publications and Marketing Materials. Accordingly, the Regional Secretariat Expenses were reduced by \$1,000 to \$1,500 with \$1,000 allowed for Publications and Marketing Materials.

Accordingly, Teoh Wooi Sin (SISV) moved, seconded by Alec Ray (ACostE), that the proposed 2012-14 Budget as presented in the Meeting Agenda Book (page 132) (with the above adjustment for Publications/Marketing Materials) be approved. This was approved unanimously.

The approved **ICEC Budget for 2012-14 (in A\$)** is therefore as follows:

	A\$
Income	
1 ICEC Account - Interest	9,000.00
2 ICEC Accreditation Fees	7,000.00
3 ICEC Forums	0.00
4 ICEC International Congress Levy	15,000.00
5 Subscriptions & Prior Year Subscriptions	64,500.00
6 Miscellaneous	<u>500.00</u>
	96,000.00
Expenditure	
1 Chair Expenses	7,500.00
2 Congress Expenses	1,750.00
3 Gifts & Awards	750.00
4 Secretariat Services & Office Expenses	50,500.00
5 Secretary-Treasurer Expenses	26,500.00
6 Regional Secretariat Expenses	1,500.00
7 Publications/Marketing Materials	1,000.00
8 Website Maintenance/Development	5,000.00
9 Miscellaneous	<u>1,500.00</u>
	96,000.00

(Note: ICEC Member organizations must ratify the Subscription and Fee Structure within 90 days after the posting of these minutes on the ICEC website in order for them to take effect. Votes must be submitted, aye or nay, within that time. Lack of a response within 90 days shall be taken as acceptance of this proposal).

21.0 ICEC 2012 Awards

The nominations for ICEC Awards are included in the Meeting Agenda Book (page 368). The Award Criteria and the nominating letters from member associations are also included in the Meeting Agenda Book (pages 369-388).

ICEC Chair, Murtala Oladapo, closed the meeting to those attendees who had been nominated for the Distinguished International Fellow (DIF) Award. Discussions were then held on each DIF Award nominee and voting held.

The DIF award recognises individuals who have made significant contributions to ICEC and to the association or institute of which they are a member for a period of years. The award criteria is that they must:

1. Have held a significant volunteer position in both ICEC and a member association or institute;
2. Have had significant involvement over a period of several years in both ICEC and a member association or institute; and
3. Must have made a significant contribution to the development of the cost management profession

7 DIF nominations were received. After discussion on the nominations it was proposed that a vote be taken collectively on all 7 nominations.

Otis Anyaeji (NIACE) then moved, seconded by Rob van Hoeve (DACE), that all seven nominations be approved for the DIF Award. This was approved unanimously by the Council delegates.

The new ICEC Distinguished International Fellows (DIF) are:

1. Mr. Peter Cox - AIQS (Australia)
2. Mr. Ong See Lian - RISM (Malaysia)
3. Mr. Kwadwo Osei Asante - GhIS (Ghana)
4. Ms. Alexia Nalewaik - AACE (United States)
5. Mr. Teoh Wooi Sin - SISV (Singapore)
6. Mr. Gianluca di Castri - AICE (Italy)
7. Professor Robert Pearl - ASAQS (South Africa)

Following the approval of the awards the nominees in attendance returned to the meeting and were informed of the decision. The awards would be conferred at the Congress Gala Dinner on 26 June.

The Chair, Murtala Oladapo, then informed the meeting that the ICEC Executive had decided that the other reward recipients should be kept confidential and announced at the Congress Gala Dinner. This would add an element of anticipation for the award and would provide a nice surprise for the winners.

The following awards were subsequently made at the dinner:

Chairman's Award:	Ms. Alexia Nalewaik - AACE (United States)
Region 1 Award:	Mr. Steve Revay - AACE (United States)
Region 2 Award:	Mr. Gianluca di Castri - AICE (Italy)
Region 3 Award:	Mr. Michael Frimpong (GhIS & AAQS – Ghana)
Region 4 Award:	Mr. HH Kwan (RISM – Malaysia)

A certificate and present were also presented to Murtala Oladapo at the dinner for his work as ICEC Chair.

A further award was presented at the Congress Closing Ceremony on 27 June to José Ângelo Valle for significant contributions to the development of the Cost Engineering profession in South America.

22.0 International Standards

Peter Cox provided a discussion paper on the ICEC Inventory of Best Practice and Standards. This paper and other details of this inventory are included in the Meeting Agenda Book (pages 390-392). Peter Cox provided an overview of his paper and encouraged all member associations to contribute their best practices and standards to the inventory. Meeting delegates were also referred to the ICEC website for further details.

23.0 Education and Competency Standards

This agenda item was included as a reminder to members. Details of the ICEC Inventory of Education and Competency Standards are included in the Meeting Agenda Book (page 394). Due to time constraints, this item was not discussed and meeting delegates were referred to the Meeting Agenda Book and the ICEC website for further details.

24.0 Any Other Business

Rob van Hoeve noted that he was retiring and that this would be the last ICEC meeting that he would attend after many years involvement in ICEC. He wished ICEC and the meeting delegates all the best for the future. On behalf of the ICEC Executive, member associations and the meeting delegates, ICEC Chair, Murtala Oladapo, thanked Rob for his many years of valuable service and wished him well for the future.

There was no further business raised by meeting attendees.

25.0 Next Full Council Meeting

The venue and date for the next full ICEC Council Meeting was announced by Gianluca di Castri (AICE) as 19-20 October 2014 in Milan, Italy. The meeting will be held in conjunction with the 9th ICEC World Congress.

26.0 Closing Remarks by the New ICEC Chair

Murtala Oladapo turned the gravel over to the Incoming Chair Carsten Wredstrøm who made closing remarks and thanked Murtala on behalf of ICEC for his work over the past two years.

27.0 Adjournment

Murtala Oladapo then adjourned the meeting at approximately 5.30 PM.

Respectfully submitted,

Peter Smith
ICEC Secretary General

(Note: Electronic copies of these minutes and the Meeting Agenda Book are available on the ICEC website)