



ANNUAL REPORT

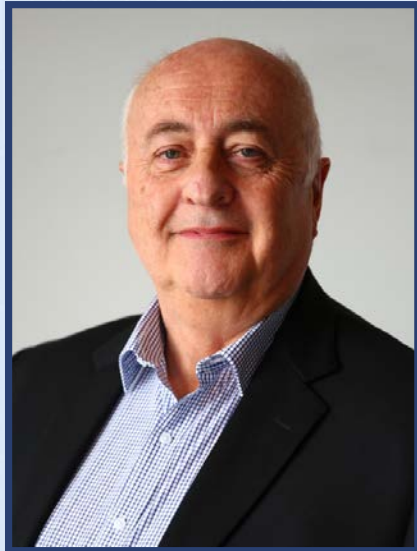
2021/2022

RECORDS AND
INFORMATION
MANAGEMENT
PRACTITIONERS
ALLIANCE



Advancing and Connecting the
Records and Information Management Profession

CHAIR'S REPORT



**Thomas Kaufhold -
B Admin, Life MRIM**

The central focus for RIMPA this year has been the One RIMPA initiative which reimagines RIMPA to meet the demands of an ever-changing information management world. The aim is to provide a structural platform which is adaptable and capable of providing our membership and stakeholders the services and representation they expect and deserve.

There has been extensive consultation with the RIMPA Branches, the RIMPA membership, and other stakeholders on the proposed changes. Feedback has been very positive with constructive and helpful suggestions. The Governance team led by Peter Williams ARIM has been very busy in preparing a new governance framework, including a revised constitution to underpin the new structure.

Along the way there has been other achievements during the year:

- RIMPA LIVE was held in Canberra, June 2022 after a delay of nearly 3 years due to COVID. It was a very successful event with a much-appreciated program and those attending enjoying the face-to-face experience after such a long delay. As part of RIMPA Live It was gratifying to see that we were able to award our high performers in a gala dinner setting. So much better and satisfying than via a virtual event.

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- The formation of a partnership with ARMA International, USA with the view to strengthening our voices, resources and taking a global approach to influencing good and ethical practices in managing and using information. Reciprocal membership to both ARMA International and RIMPA for a small cost is an immediate benefit for members. The long-term benefits that can be achieved from this partnership is potentially rich and exciting. I look forward to working within this realm over the next 12 months or so.
 - Like many businesses RIMPA continued to rise to the challenge of increasing costs, supply chain delays and resource shortages. Although a small loss was posted for 2021/22 our Board and CEO monitored spending carefully, invested wisely and the company remains in an overall good financial position with strong reserves.
 - Increased participation in online RIMPA workshops and training with more offerings. Face to face seminars are now attracting numbers close to pre COVID times.
 - Continuing to strengthen our collaboration with our partners, such as ALIA, ASA and continue to work closely with Info GovANZ , DAMA, archival authorities both state and national.
 - Implementation of a new membership model which provides options for bundled services for corporate and individual members to suit their individual needs.

This year RIMPA has once again been dealing with change thrust upon us. With the dedication and the vision of the Board and the administrative support team we have been able to adapt, continue and improve.

In this past year we have also taken the opportunity to look at the map and the road before us and have tracked a new pathway through the One RIMPA initiative. It is change once again but it is change initiated by us and will present us with opportunities to move forward in a positive and productive way. It is now up to us.

I commend the 2021/2022 Annual Report to assist you to being informed for the Annual General Meeting in October 2022.

Thomas Kaufhold – B Admin, Life MIRM

2021/2022 Board



Thomas Kaufhold
Life MRIM
Chair of the Board
/ ACT Director
2020-2023



Peta Sweeney
FRIM
Vice Chair / Qld
Director 2020-
2023



Bonita Kennedy
Life ARIM
Executive Director
and SA/NT Director
2018-2024



Rebell Barnes
Life MRIM
NSW Director
2020-2023



John Sim
Life MRIM
Vic/Tas Director
2020 - 2023



Carolyn Atkinson
MRIM
WA Director 2021-
2024



Peter Williams
ARIM
Independent Director
2021



Jeremy Manford
Independent Director
2021



Julie Apps Life FRIM
Independent Director
2021

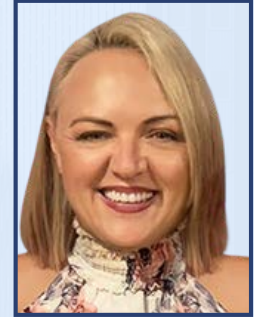
2021/2022 Branch Presidents & Chapter Presidents



Julie Carpenter
ARIM
ACT President



Jade Reed
ARIM
NSW President



Nancy Taia
MRIM
Qld President



Paul Fechner
Life MRIM
SA/NT President



Sandra Ennor
ARIM
Vic/Tas President



Carolyn Atkinson
MRIM
WA President



Meryl Bourke
MRIM
Qld Chapter President



Alison Woollard
Vic Local Government
Chapter President



Company Secretary and Chief Financial Report

Darryl Dyson CPA
Sentrika Accountants & Business Advisory



1. Report on Financial Matters – period 1 July 2021 to 30 June 2022

Sentrika Accountants & Business Advisory have continued to provide contracted accounting, CFO services and financial management to RIMPA for the period 1 July 2021 to 30 June 2022.

Financial Overview

The 2022 financial year was a strong year for RIMPA. The effects and restrictions of the COVID19 pandemic subsided and the company, for the most part, operated without continual restriction. RIMPA was able to further progress the RTO operations and the National Conference ‘RIMPA Live’ went ahead in Canberra. Branch and State based events restarted and several successful events were held throughout the period.

The forecasted result was better than expected and surpassed expectations. The RTO operations started off very strongly and first revenue was well above budget. There were increases across the majority of revenue lines for the year. The Profit & Loss statement reads well and is a vast improvement on 2021. Along with most other businesses in Australia, RIMPA was not immune to inflationary pressures and cost increases. These were managed as well as could have been expected. There were some wage increases as the RTO and workshop training operations required additional resources, but these increases were anticipated and were in line with the budgets.

The financial year ended with a net loss of \$1,320 for the period. We had originally forecasted a loss of \$11,154 per our Financial Report from 2021. There were a number of changes to the forecast throughout the financial year as operations shifted and pivoted, but all in all to almost breakeven was a very good result given the growth the company was able to achieve in multiple areas of the business.

After adding back non-cash impairments the company achieved a profit of \$17,993 for the period ended 30 June 2022. Key drivers to the result were increases in Workshop Training of \$42,989, RTO (Vet) Income increase from \$0 to \$122,419 and Corporate Membership Revenue increased by \$51,257.

It is to be noted that the following non-cash impairments need to be adjusted for:


Net profit/(loss) per Financial Statements (after Income Tax)	(\$2,334)
Add: Movement in Employee Provisions	\$11,293
Depreciation	\$8,020
Net profit/(loss) after non-cash impairments	\$16,979

Headline Numbers and Improvements

For the period ended 30 June 2022 are as follows:

	2021	2022
Total Revenue	\$608,787	\$1,370,612
Direct costs attributable to revenue	\$101,456	\$520,471
Investment income	\$6,085	\$9,336
Gross profit	\$513,416	\$859,477
Overhead expenses	\$636,240	\$871,811
Government economic support	\$131,035	\$10,000
Net Operating profit/(loss)	\$8,211	(\$2,334)

Total revenue for the period increased from \$608,787 to \$1,370,612 due largely to RIMPA Live proceeding for 2022 along with the multiple increases in revenue from other revenue streams. Excluding the RIMPA Live convention revenue of \$504,577 from 2022, the revenue generated from other operations was equal to \$866,055. This is the key highlight of the year for the organisation partnered with operational revenue excluding RIMPA Live increasing by \$257,268 or 42%. Membership revenues increased by an overall amount of \$49,278 with this revenue stream equated to \$390,936 per year. Continual membership revenue growth is a focus for 2023.



Workshop Training was positive with an increase of \$42,988 from 2021. This was a great result, and an area that continues to be a strong growth area for RIMPA. The RTO module was established and in the first year the RTO operations generated revenue of \$122,419. This area of the business will continue to grow as more courses are developed and offered. Expenditure in 2022 totalled \$1,006,306 compared to \$737,103 in 2021. This is an overall increase of \$269,203 for overhead and direct expenditure. The main drivers to these increases are costs and wages and direct costs related to the delivery of course materials and RTO and workshop training. Staff wages increased to \$493,662 in 2022 from \$379,944 in 2021. These increases were due to employing dedicated resources to develop the RTO operations and deliver workshop training in conjunction with member services staff as a result of the increase in membership revenue and the growing demand (of head office) from members.

There were increases in software and IT related costs totalling \$23,785. The board and director related expenses increased by \$30,334 in 2022 with 100% attendance by all board members to in person meeting and the addition of 3 independent directors providing depth and skills to the board has been a benefit.

RIMPA Live went ahead in 2022 and was held in Canberra. The conference was successful in that feedback was generally very positive but financially it did not result in a significant bottom line benefit, generating a profit of \$118,982 (before allocating staff wages). It was necessary for RIMPA to hold the conference to reward the members and fulfil agreed sponsorship obligations to Industry partners.

Referring back to commentary from the Financial Report from 2021, there was a shortfall in operation revenue (ex RIMPA Live) less operational expenses of \$122,808. This same measure has increased slightly in 2022 with the shortfall being \$131,317. This has not improved due to the investment into VET training operations and adding additional resources to assist with member services. We expect this figure to reduce in 2023 as membership revenue, VET and workshop training revenue increases in 2023 and staff efficiency and productivity metrics improve.

The Net Cash holdings have decreased \$515,993 to \$435,462, and this is due to the net position after \$100,000 was invested in an interest-bearing investment. Current assets in 2022 are equal to \$872,771 compared to \$864,321 in 2021. The current ratio and liquidity ratios are strong operating at 1.8-2 times cover (current assets over current liabilities).

Cashflow

RIMPA recorded Net Operating Cashflow equal to a negative amount of \$80,523 after deducting \$100,000 for the Maxcap Investment. The summary is detailed below:

For the Year Ended 30 June 2022			
	Note	2022	2021
		\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:			
Receipts from customers		1,464,783	1,041,511
Payments to suppliers		(1,354,070)	(832,734)
Interest Received		385	63
Net GST refunded/(remitted)		(91,534)	(32,755)
Income tax paid		(96)	(16)
Net cash provided by/(used in) operating activities		19,468	176,069
CASH FLOWS FROM INVESTING ACTIVITIES:			
Purchase of Investments		(100,000)	-
Sale of Investments		-	-
Net cash provided by/(used in) investing activities		(100,000)	-
CASH FLOWS FROM FINANCING ACTIVITIES:			
Net increase/(decrease) in cash and cash equivalents held		(80,532)	176,069
Cash and cash equivalents at beginning of year		515,994	339,925
Cash and cash equivalents at end of financial year	4	435,462	515,994



Expected Growth

The current financial period has been very positive and productive. Anne Cornish Life MRIM and the head office team have had a very positive year with a number of milestones and achievements being reached, to summarise a few:

- Established the VET member benefit and generated first revenue
- Expanded workshop training operations
- Hosted a successful RIMPA Live Conference
- Established a collaborative association with ARMA
- Added independent expertise at Board level

In terms of growth, the Workshop Training stream experienced revenue growth from last year, and other areas such as corporate sponsorship all grew in revenue. The increase in membership revenue of \$49,278 (net) was an excellent result coming out of the COVID19 period. Membership revenue is now approaching \$400,000 annually up from \$328,000 in 2020.

Surplus cash has been invested in an interest-bearing facility that has a 12-15 month term. With the next RIMPA Live occurring in October 2023, and we are not anticipating further investments with surplus cash due to working capital requirements.

We are forecasting increases of \$25,000 for VET revenue and a further \$80,000 from RIMPA Roadshows. We anticipate a further corporate sponsorship revenue increase from 2022 of approximately \$70,000 along with targeted membership revenue increasing by approximately 15%.

Human Resources

RIMPA currently employs 8.0 FTEs which is an increase of 1.5 FTEs from 2022. Total wages costs are estimated to be \$665,600 plus superannuation of \$69,888. The additional wages have been incurred to provide sufficient resources to build the VET and training stream with an additional resource to be permanently employed in Member Services to assist with member related services and enquiries. We expect full cost recovery on these wages as these resources are deployed across the related business streams (RTO, membership, workshop and roadshow training).



2021/22 Summary

Overall, the year was a very positive year for RIMPA due to the establishment of the VET stream and a successful RIMPA Live. Whilst there was a small operating loss for the company, revenue from operations grew by approximately 40%. This provides a great base to further grow the business in 2023 and beyond.

The Board has been very active this year and engagement has been high. A focus on 'continual improvement' through 2022 has seen improvement at all levels of operations, some substantial and some incremental.

Best practice management implies that costs will continue to be reviewed regularly and improvements and savings will be explored wherever possible. This will continue to occur throughout the year under the management and oversight of the newly formed Finance Committee.

The Board have budgeted for a net profit of \$96,995 for the 2023 financial year. We are forecasting revenue of \$1,442,168 with no income from RIMPA Live (to be held in October 2023). This will be a major milestone for the RIMPA organisation. If the forecast can be achieved the company will be entirely self-funding without reliance on an annual conference.

From a financial perspective, RIMPA had a positive year, and we are looking forward to 2023.

Profit and Loss
Records and Information Management Professionals Australasia
1 July 2021 to 30 June 2022

	30 Jun 21	30 Jun 22
Income		
Advertising	\$18,259.00	\$35,576.18
Branch - Conferences & Events	\$28,900.85	\$30,692.57
Branch - Sponsorship	\$43,663.64	\$63,408.45
Commissions	\$4,809.82	\$6,240.91
Credit Card fee collected	\$6,021.59	\$8,950.68
Distributions Received	\$0.00	\$0.00
ESSSIG Video Business Case	\$0.00	\$0.00
IAM - Event Income	\$852.26	\$3,181.82
IAM - Sponsorship Income	\$5,772.73	\$5,181.84
Interest	\$63.16	\$385.47
Investment Unrealised Gain/Loss	-\$576.61	-\$400.32
IQ - Marketing & Advertising	\$7,600.00	\$27,500.00
IQ - Subscriptions	\$814.80	\$3,215.13
Membership - Corporate	\$236,995.62	\$288,253.68
Membership - Individual	\$104,662.35	\$102,682.53
National - Conference & Events	\$0.00	\$0.00
National Webinar	\$1,286.38	\$10,350.63
RIMPA Live 2022	\$0.00	\$504,557.45
RIMPA Rocktober Revenue	\$31,725.16	\$0.00
RMIT Course Training	\$0.00	\$917.32
RTO (vet)	\$0.00	\$122,419.32
Workshop (Training)	\$123,445.04	\$166,434.00
Total Income	\$614,295.79	\$1,379,547.66
Less Cost of Sales		
Branch - Conference & Event Costs	\$32,121.01	\$34,489.70
IAM - Event Costs	\$6,197.06	\$7,309.16
IAM - Meetings	\$0.00	\$0.00
IQ - Publication Costs	\$24,405.39	\$23,613.98
Marketing	\$0.00	\$7,512.85
National - Conference & Event Costs	\$0.00	\$812.54
RIMPA Live 2022 Costs	\$0.00	\$385,574.69
RTO - Delivery/Training Cost	\$0.00	\$25,588.17
Subscriptions & Memberships	\$10,528.90	\$8,127.72
Workshop - Running Cost	\$22,037.94	\$26,215.55
Total Cost of Sales	\$95,290.30	\$519,244.36
Gross Profit	\$519,005.49	\$860,303.30
Plus Other Income		
Gov - Cash Boosting Payment	\$35,126.25	\$0.00

Gov - COVID-19 2021 Business Support Grant	\$0.00	\$10,000.00
Gov - Job Keeper Payment	\$89,100.00	\$0.00
Gov - Small Business Adaption Grant	\$6,809.00	\$0.00
Total Other Income	\$131,035.25	\$10,000.00
Less Operating Expenses		
Accounting Fees	\$4,205.00	\$2,400.00
Administration Charges	\$8,314.51	\$7,896.70
Advertising & Marketing	\$4,634.13	\$32,471.61
Audit Fees	\$7,000.00	\$7,000.00
Awards Costs	\$6,165.75	\$1,226.32
Bad Debts	\$13,568.29	\$0.00
Bank Charges	\$963.63	\$644.50
Board & Director Expenses	\$17,078.12	\$47,412.19
Branch Activities	\$2,053.52	\$2,095.92
Branch Presidents	\$0.00	\$0.00
Computer Expenses	\$561.39	\$0.00
Consultancy Fees	\$2,161.25	\$6,092.73
Contractor Payments	\$36,000.00	\$36,000.00
Corporate Governance	\$167.00	\$250.90
Depreciation Expense	\$2,865.27	\$8,020.08
Foreign Currency Gains and Losses	\$0.00	\$9.41
Information Technology	\$14,574.18	\$19,194.80
Insurance	\$5,959.54	\$5,485.73
Interest Expense	\$1,853.79	\$695.69
Legal Fees	\$0.00	\$0.00
Merchant Fees	\$6,646.78	\$9,974.46
Printing and Stationery	\$3,622.23	\$4,873.12
Provision for AL/LSL	-\$1,498.61	\$11,292.69
Rent & Outgoings	\$26,400.00	\$31,400.00
Software Subscriptions	\$49,647.93	\$68,812.96
Staff Amenities	\$2,072.03	\$4,860.79
Staff Travel Accommodation and Meetings	\$3,907.89	\$8,702.55
Superannuation	\$36,115.40	\$48,778.50
Telephone & Internet	\$2,512.83	\$3,067.84
Training and Development - Staff	\$2,160.97	\$8,026.36
Travel - Operational	\$223.27	\$1,275.30
Wages & Salaries	\$379,944.95	\$493,662.60
Workers Compensation	\$1,932.21	\$1,013.52
Total Operating Expenses	\$641,813.25	\$872,637.27
Operating Profit	\$8,227.49	-\$2,333.97
Non-operating Expenses		
Income Tax Expense	\$16.00	\$96.25
Total Non-operating Expenses	\$16.00	\$96.25
Net Profit	\$8,211.49	-\$2,430.22

3. Balance Sheet as at 30 June 2022

Balance Sheet
Records and Information Management Professionals Australasia
As at 30 June 2022

	30 Jun 2021	30 Jun 2022
Assets		
Bank		
Cheque Account	\$66,193.85	\$44,015.80
NZ Account	\$9,706.85	\$9,306.68
Online Business Saver Account	\$440,092.93	\$382,138.67
Total Bank	\$515,993.63	\$435,461.15
Current Assets		
Accounts Receivable	\$231,498.90	\$266,140.32
First Choice Investment	\$1.85	\$1.70
National Conference (Prepaid)	\$13,869.36	\$9,246.24
Other Debtor	\$216.05	\$0.00
Prepayments	\$20,344.28	\$20,862.25
RIMPA Live 2020 - Expenses	\$14,090.28	\$0.00
RIMPA Live 2021 - Expenses	\$59,404.03	\$0.00
RIMPA Live 2023 - Expenses	\$0.00	\$31,818.18
RTO Costs	\$8,901.80	\$8,901.80
Total Current Assets	\$348,326.55	\$336,970.49
Fixed Assets		
Intangibles	\$63,840.00	\$63,840.00
Less: Accumulated Depn - Intangibles	-\$63,840.00	-\$63,840.00
Less: Accumulated Depn - Plant & Equipment	-\$8,884.19	-\$16,904.27
Plant and Equipment	\$16,407.78	\$30,879.78
Total Fixed Assets	\$7,523.59	\$13,975.51
Non-current Assets		
Investment - Maxcap Milton Unit Trust	\$0.00	\$100,339.73
Rental Bond	\$2,200.00	\$2,200.00
Total Non-current Assets	\$2,200.00	\$102,539.73
Total Assets	\$874,043.77	\$888,946.88

Liabilities

Current Liabilities

Accounts Payable	\$39,300.84	\$183,679.13
ATO Integrated client account	\$5,552.30	\$14,094.00
GST	\$35,831.16	\$13,729.39
GST Paid	-\$2,530.09	-\$8,519.30
GST Recv'd	\$16,125.75	\$17,357.25
Other Creditor	\$3,826.01	\$1,290.77
PAYG Withholding	\$6,437.00	\$11,429.00
Provision for Income Tax	\$16.00	\$96.25
Provision for Leave	\$15,579.40	\$26,872.09
Revenue Received in Advance - Branch Conf & Events	\$1,445.45	\$872.74
Revenue Received in Advance - Branch Event Sponsorship	\$4,818.19	\$8,636.38
Revenue Received in Advance 2021 - Industry Partner Sponsorship	\$163,489.09	\$0.00
Revenue Received in Advance 2022 - Industry Partner Sponsorship	\$0.00	\$127,473.37
Revenue Received in Advance 2022 - Membership Individual	\$118,133.30	\$0.00
Revenue Received in Advance 2023 - ARMA Membership	\$0.00	\$3,099.62
Revenue Received in Advance 2023 - Membership Corporate	\$0.00	\$314,315.03
Revenue Receives in Advance 2022 - Membership Corporate	\$275,939.19	\$0.00
Revenue Recieved in Advance 2023 - Membership Individual	\$0.00	\$134,362.42
RIMPA Live 2020 - Revenue	\$9,678.63	\$0.00
RIMPA Live 2021 - Revenue	\$143,273.11	\$0.00
Superannuation Payable	\$9,007.02	\$14,467.54
Total Current Liabilities	\$845,922.35	\$863,255.68

Total Liabilities	\$845,922.35	\$863,255.68
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Net Assets	\$28,121.42	\$25,691.20
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Equity

Current Year Earnings	\$8,211.49	-\$2,430.22
Retained Earnings	\$19,909.93	\$28,121.42
Total Equity	\$28,121.42	\$25,691.20

2021/2022 Achievements



Increased Member Benefits



Initiated formal Mentoring Program



Introduced rotational locations for Information Awareness Month



Increased workshop topics



Increased membership numbers



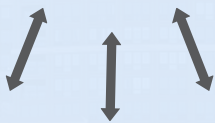
Introduction of VET Courses with 32 enrolled students



Over 20 Branch Events held with 768 attendees



40 Webinars held with 1440 attendees



ARMA International and RIMPA Partnership

The global partnership between these two leading worldwide organizations will provide many benefits to their collective 7,000 members who will now have the opportunity for joint membership in both organizations; access to reciprocal resources including communities and professional development, education and certifications; and advocacy for the information management and information governance profession. Together the two organizations will work together to provide a unique perspective on global information issues.

Finally hosted RIMPA Live!

Hosted at the Hyatt Hotel in Canberra, the RIMPA Live Convention certainly delivered on many levels to the 300 plus who were in attendance on site as well, 100 virtual delegates joining us from across the globe, along with a strong presence of our valued trade vendors hitting the 30 mark.

The session rooms and trade spaces were buzzing with excitement and a renewed energy that hadn't been felt amongst our tribe for a number of years.



2021/2022 Membership

The term active members refers to all member types, individuals, corporates, students and includes corporate nominees. The variance in numbers over the past three years is primarily attributed to the increase in corporate nominees attached to each corporate membership.

2021/2022: 2036 Total Active Members



New Member Growth



**46.94% higher
from 2020/2021**

**98.61% higher
from 2021/2022**



Partnering for the profession.



30th June 2022 205 Professional Members

37

Life
Members

4

Fellow
Members

29

Chartered
Members

136

Associate
Members

Upgraded Members

Congratulations to our upgraded Members from the
2021/2022 Membership Year

- Anne Cornish Life Chartered
- Rebell Barnes Life Chartered
- Bonita Kennedy Life Associate
- Linda Shave Fellow
- Kaye England Chartered
- Ming Ghee Khoo Chartered
- Adelle Ford Associate
- Adelman Sunga Associate
- Adrian Perna Associate
- Annette Senior Associate
- Carissa Rankin Associate
- Charlotte De Malmanche Associate
- Colleen Gyde Associate
- Heather Christie Associate
- Julia Reichstein Associate
- Lesley Hay Associate
- Richard Buckley Associate
- Tracy Formosa Associate

Our Vision

Advance and connect the records and information management profession.

Our Values

Integrity Renewal
Collegiality Stewardship
Accountability



Governance & Risk

Developing and assessing the mechanisms required to control and operate the company.

Governance to support One RIMPA.

Members voice.

Board performance management program.

Professional Development

To develop, maintain and advocate traditional and contemporary educational opportunities for industry practitioners.

Improve practitioners professional journey.

Expand recordkeeping training opportunities.

Member Engagement

Enhancing the member experience to retain and increase membership.

Increase membership.

Enhance the new member journey.

Improve professional status program.

Enhance member benefits.

Our Vision

Advance and connect the records and information management profession.

Our Values

Integrity Renewal
Collegiality Stewardship
Accountability



Advocacy & Collaboration

Align as one voice to promote and intensify the industry.

Increase industry profile.

Build global alliances.

Enabling members to have a voice of many.

Innovation & Standards

Lead and participate in industry modernisation.

Identify and promote industry innovation.

Continuing involvement in standards development.

Development of IM body of knowledge.

Social and Environmental Programs

Commitment to environmental issues and the promotion and inclusion of programs for all social and ethnic groups.

Specific group programs.

Supporting the environment.

Awards Report

The Awards and Recognition Portfolio (now to be referred to as a Committee) was established in 2018 to ensure significant members of the records and information management industry are recognised for the extraordinary work they perform daily through a systematic, ethical and transparent process. There are two streams associated with the awards arm of the portfolio: Branch Excellence Awards and Company Outstanding Achievement Awards.

The portfolio also acknowledges those individuals who have been long standing, supportive members of RIMPA and the industry through the recognition arm of the portfolio. This recognition is through the induction into the RIMPA Hall of Fame and the granting of Life Membership.

Our 3 Year Objective

- ✓ Restructure in line with the One RIMPA model
- ✓ Develop a more targeted marketing plan
- ✓ Review the recognition of membership processes

2021/22 Award Season:

- 10 nominations for the Branch Excellence Awards emanating from four (4) of the six (6) Branches in the four (4) award categories
- Due to 2021 RIMPA Live being held in June 2022, the decision was made to hold off announcing the 2022 Company Outstanding Achievement award winners until RIMPA Live 2023. These awards saw the nomination of 12 individuals and organisations for the Company Outstanding Achievement awards across five (5) award categories
- A working group was established to review and restructure the Jim Shepherd Vendor of the Year award. This award has seen a change from nominations submitted by Branches to self-nominations to be submitted by vendors. Due to this process the nomination period of the 2022 Jim Shepherd Vendor of the Year has been delayed and will close 14 October 2022

2020/21

Award Season Finalisation:

- 25 Nominations from 7 Branches in the 4 Categories
- 25 Nominations from Individuals and Organisations in the Company Outstanding Achievement awards across all six award categories
- Presentation of Company Awards presented at RIMPA Live 2022
- Three RIMPA members were awarded Life Membership
- One inductee into the Hall of Fame



Australian Capital Territory Branch Report

Julie Carpenter ARIM

I am pleased, on behalf of the ACT Branch to present the Annual Report on activities of the Branch for the year 2021/2022.

Year at a Glance

While we had hoped that COVID would be behind us, the 2021/22 year started with many of the ACT membership recommencing work from home arrangements. This raised level of caution also had the unfortunate impact of delaying the RIMPA Live events planned for October 2021 and March 2022. Luckily we were able to host this event in Canberra in June 2022.

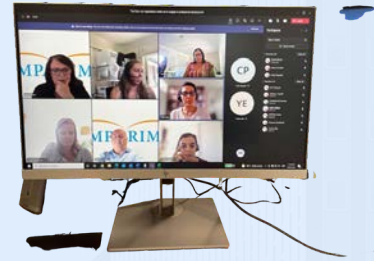
Recognising the need to provide educational opportunities for those who could not attend face to face events, the ACT Branch developed an online program of lunchtime discussion sessions. In addition some key events were scheduled to enable face to face networking. Some of the face to face events were however postponed due to low registrations and this was attributed to COVID-caution and saving of allowances (training time and budget) to attend RIMPA Live

The first event of the year, in September, was the webinar Data, Information and Records – Why can't we govern and manage them all the same? This theme was chosen recognising that reconciling the differences between the capture, use, management and disposal of data, information and records is an ongoing challenge across local and federal government as well as the private sector. Speakers included Alyssa Blackburn and Bruce Berends from AvePoint; Andrew Smailes from DAMA; Stuart Myers from Objective Corporation; and Steven Fox from the National Archives Australia.

The calendar year concluded with a social event to enable networking and celebration of the year. This was well attended and appreciated by the members.

The start of 2022 saw the kick-off of the Lunchtime Discussion Sessions in February with Anne Cornish Life MRIM speaking about Demonstrating the value of Professional Development.

This was followed by a session on Standards in IM from David Muldrich in March and two sessions in April on Preservation Digitisation with John Cox from FUJIFILM as well as Change Management in IM from Sue Lillywhite.



Sessions, which were free to register for, were well attended by members across RIMPA and not limited to just the ACT membership.

The next event with the theme of Search and Discovery, was planned for May to celebrate Information Awareness Month. The theme for IAM was building trust in information and we had chosen search and discovery as trust in information comes from both the integrity of the systems and processes and the ability to find and reuse it. However, this event was postponed due to low registrations. This was attributed to competition with other IAM events as well as the upcoming RIMPA Live in June 2022.

After a few false starts, RIMPA Live was finally held in June and brought together the industry's like minded practitioners across members, guests and vendors. This opportunity to hear from experts regarding current and emerging industry trends as well as connect through both formal and informal networking opportunities was greatly appreciated by the ACT membership.

Branch Council

- Thomas Kaufhold Life MRIM | Director
- Julie Carpenter ARIM | President
- Matt Jordan ARIM | Vice President
- Lorien Mader ARIM | Secretary
- Michelle Woodcroft ARIM | Councillor
- Susan Lillywhite ARIM | Councillor
- Pamela Gonzalez | Councillor
- John Cox | Councillor

Excellence Awards

The branch would like to acknowledge the following winners of the 2022 Branch Excellence Awards:

- Snowy Hydro – Outstanding Group

President's End Note

I would like to thank the ACT Branch members for their continued passion and support for both RIMPA and the evolving records and information management industry.

I believe the proposed changes to implement a consistent approach to the management of RIMPA across Australia as well as expand the RIMPA brand and establish it as a global company will create an even stronger community for the organisation and be of great benefit to the the membership and the Australian and international Information Management Industry.

New South Wales Branch Report

Jade Reed ARIM

I am pleased, on behalf of the New South Wales Branch to present the Annual Report on activities of the Branch for the year 2021/2022.

Year at a Glance

It has been another challenging 12 months, but I am pleased that in 2022 we were finally able to offer both online and face to face events.

Some highlights of our success this year include:

- Increased membership
- Lunch time mix & mingles
- Stepping Back & Leading Forward half-day seminar, held in Sydney on the 17th of February 2022
- Empowered Thoughts on Information, full-day seminar held in Sydney on the 28th of July 2022.



Branch Council

- Rebell Barnes Life MRIM | Director
- Jade Reed ARIM | President
- Lienntje Cornelissen ARIM | Vice President
- Lyvern Slender | Councillor
- Chris Colwell Life FRIM | Councillor
- Claudio Becerra | Councillor

Awards and Recognition

The Branch would like to congratulate Dr Chris Colwell Life FRIM on receiving the 2020/21 Tom Lovett Outstanding Student.

We would also like to congratulate Rebell Barnes Life MRIM on receiving Life membership and on his retirement after 44 years in Local Government.



President's End Note

On behalf of the branch, I would like to thank all of our members for their contribution throughout the year. The way that our members support and assist each other in the industry is something that we should all be proud of and grateful for.

Thank you to all of our speakers throughout the year that have given up their time and shared their knowledge. Thank you to all of our wonderful sponsors, not only were we able to host some great events but thanks to extra support from our sponsors we were able to host two events for our members free of charge.

As a new chapter begins, I would like to acknowledge and thank both the current and past branch council members and the NSW branch presidents for their contribution to the NSW Branch, RIMPA and the industry as a whole.

I look forward to the future of RIMPA and the challenges and opportunities that awaits us in the records and information management industry.

Queensland Branch Report

Nancy Taia MRIM

Year at a Glance

The past 12 months have been a success for the Branch with highlights such as:

- Being presented the Jim Shepherd Branch of the Year Award at 2022 RIMPA Live Gala Awards
- Delivering a professional development program that included four (4) events
- An effective and dedicated Branch Council
- A very active and successful Chapter
- Strengthened working relationship with Queensland State Archives
- Excellent supportive relationship with our vendor partners
- Ongoing sponsorship of our key events
- Development and submission to the Board: RIMPA Communication and Engagement Strategy
- Completion of our 2021/22 Strategic Plan.

Branch Council

- Petà Sweeney FRIM | Director
- Nancy Taia MRIM | President
- Keith Davis ARIM | Vice President
- Amanda Day ARIM | Membership & Status Officer
- Meryl Bourke MRIM | Chapter Delegate to Branch Council
- Nicole Thorne-Vicatos | TropiCoP Delegate to Branch Council
- Kemal Hasandedic FRIM | Media & Communications Officer
- Anne Cornish Life MRIM | Councillor
- Gunta Bajars MRIM | Councillor



Professional Development

A twelve-month calendar of events was planned with some exciting items. Commencing with A Renewed Focus: Moving Forward in a Post COVID World, moving to Building Leadership 4 the Next Normal, followed by Unpacking Privacy – May the 4th Be With You. The premier Qld 2-day conference was postponed from its usual calendar position in May to November due to the change of dates for RIMPA Live.



Awards and Recognition

The Branch and Chapter continue to recognise excellence across the records and information management industry in Queensland. The winners of the Qld RIMPA Excellence Awards are an example of the high calibre of professionals working hard for our organisations within Queensland. The 2021/22 awards were presented to the following:

- Harry Haxton Outstanding Student – Michelle Williams
- Harry Haxton Outstanding Group – Toowoomba Regional Council
- Chris Simpson Outstanding Individual – Petà Sweeney FRIM

This year was another exceptional year for RIMPA Queensland, having been acknowledged at the Company Outstanding Achievement Awards. The Queensland Branch was again the recipient of the Jim Shepherd Branch of the Year, and I was awarded the J Eddis Linton Outstanding Individual announced at the 2022 RIMPA Live Gala Awards. These awards represent great recognition of the work carried out by members within our industry in Queensland. I want to extend my congratulations to both the Branch and Chapter Councils, for their commitment and dedication to our members.

President's End Note

This year has been another difficult one for our members, Branch and Chapter Councils and the Community of Practice. As we move further away from the outset of COVID within our world we continue to face challenges unlike those we have seen previously. As a membership we have supported and encouraged each other every day. As a cohort we have had to face the continued challenge of isolation both in our everyday work lives and our RIMPA lives and the roller coaster of changes both personally and professionally.

As we move towards a new direction for RIMPA, I want to take the time to acknowledge the dedicated and passionate members of the Branch and Chapter Councils (both past and present) who have helped to grow records and information management within our State. From the creation of the Branch (1976) and Chapter (1997), RIMPA and the industry has gone from strength to strength in Queensland, always providing support and direction for our members. As we turn a corner and shift into the new One RIMPA model it is the legacy that these people have left that will see the new direction flourish and excel.

Queensland Chapter Report

Meryl Bourke MRIM

I am pleased, on behalf of the Queensland Chapter to present the Annual Report on activities of the Chapter for the year 2021/2022.

Year at a Glance

This year fortunately we were able to get back to a little bit of normal, even if we are not exactly sure what that is anymore. The Chapter developed our 18-month calendar of events and held four (4) events within the 2021/22 year.

Due to the change of the RIMPA Live event to June 2022 we amended our calendar of events to suit timings, resourcing and a better spread of the events to suit our delegates and member's needs. This meant the moving of our signature two-day conference from May 2022 to November 2022:

The Chapter 2021/22 Calendar of Events was as follows:

- 9 September 2021 – A Renewed Focus: Moving Forward in a Post Covid World
Delayed and moved from August to Sept due to Covid restrictions
Held at Royal on the Park (Brisbane)
41 delegates (in person), 15 delegates (online)
11 sponsors


- 24 November 2021 – Building Leadership 4 the Next Normal
Held at Royal on the Park (Brisbane)
36 delegates
8 sponsors

- 3 March 2022 – Vendor Partner Working Lunch
Held at Paddo Tavern Brisbane
8 vendors attended

- 4 May 2022 - Unpacking Privacy – May the 4th Be with You
Held at Rydges (Southbank)
Included Qld Excellence Awards
37 delegates (in person), 22 delegates (online)
8 sponsors



The average feedback scores for the speakers/presentations was 8.2/10 and a total of 27 vendors took up sponsorships across the three events. What a great response and support.



The Chapter hosted the second Vendor Partner Working Lunch on the 3 March 2022 in Brisbane with 8 vendors represented and receiving, providing and sharing constructive, honest and open dialogue and suggestions.

This year saw Queensland State Archives (QSA) again accept our request to partner with them and Kat Dyble was selected as the QSA/Chapter Liaison Officer.

The Chapter introduced two new roles this year to support some of our key Chapter positions and we saw three new members join the Chapter Council team. This year we saw a record Chapter Council membership of 13 dedicated records and information management professionals.

Chapter Council

- Meryl Bourke MRIM | Director
- John van der Zant ARIM | President
- Nancy Taia MRIM | Secretary
- Brendan Felstead | Professional Development Officer
- Carly Pagotto (RIMPA) | Sponsorship Officer (resigned May 2022)
- Louise Thomson | Marketing Officer
- Helen Clark ARIM | Venue Liaison Officer (resigned June 2022)
- Chezelle Boevink | Finance & Administration Events Officer
- Kat Dyble | QSA Liaison
- Anne Cornish Life MRIM (RIMPA) | Councillor
- Demos Gougoulas | Councillor
- Sharon Woodley | Councillor
- Charlotte de Malmanche | Councillor

Articles for the 'Week in Review' were written to showcase each of our events throughout the year.

President's End Note

It is with mixed feelings I write this report being the end of an era and the beginning of the new One RIMPA Global. Out with the old and in with the new.....

Being a member of the Queensland Chapter for over 20 years and Chapter President for the past 17 years of these it has been an absolute pleasure, honour, roller coaster and opportune experience, with a mountain of memories, friendships, and stories to tell. The Chapter, as always has continued to remain strong with dedicated and passionate Council members who have, as expected, embraced the new One RIMPA model and I look forward to still working with them all over the next extended six months of our term which will end on the 31 December 2022. I am looking forward to our end of Chapter Council celebration and I know I will work with most of these Council members in the future in some capacity.

South Australia / Northern Territory Branch Report

Paul Fechner Life MRIM

I am pleased, on behalf of the SA/NT Branch to present the Annual Report on activities of the Branch for the year 2021/2022.

Year at a Glance

In preparing this report I viewed last year's report and the very first sentence (below) got me thinking.....'déjà vu'

'I am extremely proud of the continued support of our profession and incredibly so during the 'challenging year' that 2020 was along with the continued uncertainty in 2021.'

Most of the people I know feel the same way that 2021/2022 was similar to the previous year where we still had uncertainty in our private and work lives due to Covid-19 and associated factors.

But as with the last 'challenging year' and with tremendous assistance and team work between the SA/NT Branch, RIMPA HQ and our wonderful, dedicated members / non-members and our ever growing and fantastic sponsors we had another year that we can be proud of.

As I've stated numerous times over the past yearWe all need more P.O.T.T. (Protectors Of The Truth) and this is where our adaptability, team work and love of our Records and Information Management Profession shines bright.

Events held in 2021/2022

1. Events:

Wednesday, August 21, 2021

SA/NT Awards Dinner at the General HaveLock

A lovely dinner attended by SA/NT Award Winners and SA/NT Branch



Wednesday, October 13, 2021: CEO Anne Cornish Life MRIM arrived and the Branch Council met with her in the afternoon. Anne updated the Branch regarding One RIMPA and many other strategic advancements and sought input and collaboration.



Thursday, October 14, 2021: An all day seminar was held at the Hilton Hotel. Some speakers included Simon Froude, Alyssa Blackwell, Deanna Fleming, and a panel where they spoke about Information Assets, storage, and evidence-based society – v- experience-based society. “Never waste a crisis”.

Friday, 6 May, 2022 - Darwin Event IAM : The Multiverse of Records and Information Management

As part of Information Awareness Month, an inaugural Branch event was held in Darwin at NT House. Attendees may have felt a Dr. Strange vibe as they entered the ‘alternate universe’.

We listened to great presentations while enjoying stunning views over the Timor sea and a very green Darwin city. There were a few initial technical glitches - entering the multiverse can be tricky. Our seminar included great presenters from Griffith University, Charles Darwin University, Northern Territory Stolen Generations Aboriginal Corporation and the Office of Industrial Relations in Queensland.

A big thank you to our very own RIMPA SA/NT President, Paul Fechner Life MRIM, who was our MC and also ran our afternoon workshop ‘Advocate or stay in the basement’. A special mention also to Carly Pagotto and Rebecca Craven, Acting Director NT Department of Corporate and Digital Development. Rebecca and Carly were instrumental in helping organise the event, the venue and co-ordinated the day.

Monday, May 23, 2022: An all day IAM seminar “Building Trust in Information” at the Institute Building, State Library which was attended by 100 people. Chaired by Andrew Andrews with a vast array of speakers and pannelists.

Branch Council

- Bonita Kennedy Life ARIM | Director
- Paul Fechner Life MRIM| President
- Cheryl Dias ARIM | Vice President and
- Helen Onopko Life ARIM| Vice President
- Maryanne Galloway | Secretary
- Matthew Fry ARIM | Councillor
- Keith Nicholas | Councillor
- Deb Leigo ARIM | Councillor
- Donna-Maree Findlay MRIM | Councillor
- Karl Melrose | Councillor
- Brigitte Stephen Life ARIM | Councillor



Life Membership / Excellence Awards

The branch would like to acknowledge the following SA/NT Life Memberships / Excellence Awards:

Life Membership = Bonita Kennedy Life ARIM

SA/NT Outstanding Student = Deb Leigo

President's End Note

It's been a difficult time once again for us all and the 'balancing act' between our personal lives, our work and as volunteers for our profession cannot be underestimated. Like most others I've spoken to I've found it another difficult year and whilst I didn't achieve all of our strategic goals we've delivered the best we can with available resources and I'm proud of that.

I would sincerely like to thank the SA/NT Branch members for their continued passion and support if and when they can for both RIMPA and the evolving records and information management industry. Along with the tremendous support from RIMPA HQ and our sponsors and our brilliant members who keep us 'rolling along', advancing and supporting us in our wonderful profession.

There are many progressive and welcome changes that are coming up for RIMPA and it's been an honour to be the SA/NT Branch President.

Onwards and upwards.

Stay well and enjoy life.

Kind regards

Paul

Victoria / Tasmania Branch Report

Sandra Ennor ARIM

I am pleased, on behalf of the VICTAS Branch to present the Annual Report on activities of the Branch for the year 2021/2022.

Year at a Glance

After a trying season of lockdowns, VICTAS was pleased to host the following events:

- Webinar – Recordkeeping Rights – People Perspectives
15th Jul 2021
- Webinar – Office 365 – Then and Now
25th Aug 2021
- Webinar – Mental Health and Mindfulness
7th Dec 2021
- In Person Event – Educate and Motivate
15th Feb 2022



Thank you to contributing Board Directors, Branch Council and RIMPA Head Office team who made all of the above events possible and consistently assisted wherever required.

Sadly, two very important members of the community passed away this year. We pay respects and give thanks to Dr. Frank Upward and Peter White. Dr Frank Upward has since been inducted into the RIMPA Hall of Fame.

This year has also seen us promote advocacy. RIMPA VICTAS Branch contributed a response to the Public Record Office Victoria (PROV) Disposal Standard review and was also involved in collaborative discussions with the Municipal Association of Victoria (MAV) - Local Government Information Governance Group, two great forums dedicated to good information governance.



Branch Council

- John Sim Life MRIM | Director
- Sandra Ennor ARIM| President
- Heather Ragg ARIM| Vice President and Membership & Status Coordinator
- Tim Newbegin FRIM| Vice President
- Alison Woollard | Local Government Chapter President
- Amanda Dolman | Councillor
- Christine Holmes MRIM | Councillor (half term)
- Jeanette Inglis ARIM | Councillor (half term)
- David Moldrich FRIM | Councillor
- Simon Rawson MRIM | Councillor
- Christine Little | State Archives Representative: PROV Rep (officially nominated)
- Sally Murdoch | State Archives Representative: OSA Tas Archives Rep (guest only)

Excellence Awards

The branch received nil applications for the 2022 Branch Excellence Awards.

President's End Note

I would like to thank the VICTAS Branch members for their continued passion and support for both RIMPA and the evolving records and information management industry.

This has been another year of disruptions, but the branch remained committed to collaboration and delivering high quality events to the membership.

Our community is fabulous and really has endured so much in the past two years. We look forward to a vibrant and enthusiastic future.

Western Australia Branch Report

Carolyn Atkinson MRIM

I am pleased, on behalf of the WA Branch to present the Annual Report on activities of the Branch for the year 2021/22.

Year at a Glance

RIMPA WA Branch continued to develop and completed a successful year, dealing with the changes in delivery of events and meetings while contending with restrictions surrounding the COVID-19 pandemic.

WA continued to deal with many new and exciting challenges during this time. WA contended with a four-day lockdown commencing Monday 28 June 2021. The WA Borders opened on Thursday 3 March 2022. To ensure a safe transition for all West Australians, as well as ensuring business continuity, most workplaces chose to split teams, and on a rotational basis employees worked remotely and, in the office, for a period of two to three months. These arrangements impacted the WA Branch holding in person events. However, we become even more resilient at working remotely, conducting business virtually, attending Webinars and the like.


Branch Council

The past 12 months have seen changes in the membership of the WA Branch Council.

I became the Director of the WA Branch Council and also continued as President and was capably supported by, Vice President Ming Ghee Khoo, and an amazing group of dedicated branch councillors to assist.

Branch Council

- Carolyn Atkinson MRIM | Director and President
- Ming Ghee Khoo | Vice President
- Nicole Roberts | Secretary
- Maree Brennen | Councillor
- Camille Peters | Councillor
- Tanya Wright | Councillor



I greatly appreciate and thank all WA Branch Council members for all their efforts and support over the past 12 months. It is a great pleasure to work with a team that are dedicated and passionate about Records and Information Management and volunteer their time so that members can experience relevant events.

Excellence Awards

The WA RIMPA Excellence Awards were announced in July 2021 and presented to winners on 5 August 2021.

The awards recognise outstanding achievements and contributions to the records and information management (RIM) industry and honour RIMPA members of WA who have made significant contributions to the advancement of our profession.

The branch would like to acknowledge the following winners of the 2021 Branch Excellence Awards:

- Neil Granland Award - Outstanding Individual – Gail Murphy
- RIMPA WA Excellence Award - Outstanding Group – Department of Education

Collaborative Partners and Sponsors

I would especially like to thank our collaborative partners and sponsors for their assistance and participation in these events. Without their assistance our events would not be able to take place.

President's End Note

I would like to thank WA members for their continued passion and support for both RIMPA and the evolving records and information management industry. I look forward to further connecting with members and building on the successes we have achieved to date.

RIMPA envision exciting opportunities for information practitioners within the next 12 months and are committed to delivering quality events by further adapting to new formats and providing a mix of face to face and virtual opportunities.

Carolyn Atkinson MRIM
President RIMPA WA Branch
26 July 2022



ON A FINAL NOTE

Thank you to our Industry Partners

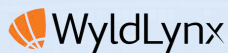
Together We Succeed

The Board, RIMPA team and all RIMPA Members are grateful for the continued support of our Industry Partners during 2021/2022. Our industry partners and sponsors are a pivotal part of our community, and their input is fundamental to our focus and commitment to providing RIMPA members with high quality professional development. It is through collaboration that we succeed together!

DIAMOND



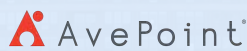
PLATINUM



GOLD



SILVER



BRONZE

