

ANNUAL GENERAL MEETING 2022 27 Sep 2022

AGENDA



I. Annual General Meeting

- 1. Welcome and Introductions Chairman
 - 1.1 SG committee members Committee
 - 1.2 SG members attendees (name of attendee, office, role) Members
- 2. Acceptance of 2021 AGM minutes Hon. Secretary
- 3. Chairman's Report **Chairman**
- 4. Membership Report Hon. Secretary
- 5. Treasurer's Report and acceptance of Financial statements Hon. Treasurer
- 6. Hon. Auditors confirmation of audited accounts Hon. Treasurer
- 7. RIBA Singapore Chapter Events
 - 7.1 Events to date from Sep 2021
 - 7.2 Future Events
- 8. Any other business and questions from Chapter members Chairman
- 9. Section I close Chairman

II. RIBA HQ on New Governance Proposals – Director of International

III. Vote on Resolutions



SECTION I:

ANNUAL GENERAL MEETING 2022

RIBA Singapore Chapter Committee, 2021 - 2023

Ar LIM EeTiong
Chairman



Ar. Ronald LIMHon Secretary



Ms VUN Sook Yieh Hon Treasurer



Mr Jayendra SHAH Committee Member



Ms Shaumyika SHARMA Committee Member (Stepped down as of Jan 2022)

Honorary Auditors



Ar Fiona NIXON Honorary Auditor



Mr Cyril ASSAAD
Committee Member



Ar WingSee WONGCommittee Member



Mr Paul BORRETTCommittee Member



Mr Rick MAUND Honorary Auditor

MINUTES OF SEPTEMBER 2021 AGM





Royal Institute of British Architects

RIBA Singapore Chapter

Minutes of Annual General Meeting 23rd September 2021

Date:	23rd September 2021
Time:	18.00
Place:	MS Team
Issue:	2 November2021

Item	Description	Action
1.0	Welcome and Introductions	note
1.1	Chairman EeTiong Lim introduced the purpose of the meeting and those Members present as set out below.	
	1. Ee Tiong Lim (EL) - Chairman 2. Ar. Ronald Lim (RM) – Hon Treasurer 3. Cyril Assaad (CA) – Hon Secretary 4. Campbell lan Cumming (CC) – Committee member 5. Christopher Godfrey (CG) – Committee member 6. Jayendra Shah (JS) – Committee member 7. Vanessa Liaw (VL) – Committee member 8. Dr. Chan SengKee (CS) – Committee member 9. Fiona Nixon 10. William Tay Ying Wen 11. Samson Tan 12. Jeffrey Stuart Allan 13. Paul Seamus Borett 14. Sook Yieh Vun 15. Richard Maund 16. Dr. Goh Chong Chia	
1.2	RIBA UK Representative: Chloe Sadler	
	Sufficient members were in attendance to constitute a quorum and proceeding commenced.	

RIBA Singapore Chapter Minutes of Annual General Meeting 23th September 2021



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2.0	Acceptance of minutes to AGM 2020 and review of any actions arising.	Note
2.1	There were no comments to AGM 2020 minutes. They were unanimously adopted.	
2.2	Hon Sec. presented past meeting minutes, with below highlights, - RIBA SG Chapter members outreach - RIBA SG Chapter received RIBA HQ updated numbers of members and opt in members - RIBA SG Chapter has set up LinkedIn, Instagram, Whatsapp accounts; improving communications with SG members RIBA SG Chapter created dedicated sub-committees for: Education, Outreach and Events.	
3.0	Chairman's Report	
3.1	RIBA Singapore Chapter 2020-2021 Events	Note
	- Sept 2020: RIBA SG Chapter AGM	
	- 2 Oct 2020: Singapore Archifest "Saving Global Heritage" by RIBA SG Chapter, RIBA, UKDIT	
	- 12 Dec 2020: RIBA Chapter Chats attended by Gulf, Singapore, Sri Lanka, UK, US International Chapter committee members	
	- 29 Jan 2021: RIBA Global Small Talks "Creating Living Cities Across the Globe" Speakers David Thorpe, Tina Saaby, Chan Ee Mun (Woha)	
	- 12 May 2021: RIBA International Chapter Chats "Women in Architecture, Singapore" hosted by Valeria Passetti. Speakers Funio Nixon, Shaumyika Sharma, Rita Soh, Sookyieh Vun, Maria Warner Wong	
	- 27 May 2021: RIBA Singapore Heritage Festival 2021 "Sharing Session on the Spaces of Food" in collaboration with URA, RIBA	

RIBA Singapore Chapter Minutes of Annual General Meeting 23th September 2021

MINUTES OF SEPTEMBER 2021 AGM





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3.2	hosted by Jayendra Shah, chair of Education Sub-Committee. - 23 Sept 2021: RIBA Singapore Chapter AGM 2021 Forthcoming Events and Initiatives - Oct 2021: Singapore Archifest by RIBA SG Chapter with International Chapters - Asean Themed Talks 2021-2022 - Originally planned RIBA, JTC, URA, Singapore Chapter Charrette 2021 Event to be postponed	
3.3	Setting up of Sub-Committees co-headed by Committee Members (a) Events Sub-Committee: Ronald Lim, Campbell Cummings (b) Outreach Sub-Committee: Ee Tiong Lim, Chris Godfrey, Chan Seng Kee (c) Education Sub-Committee: Jayendra Shah, Vanessa Liaw	
3.4	Bi-Monthly Meetings with RIBA SG Chapter Committee Members	
3.5	Administration - ROS arrangements finalized - Financial Audits carried out - Membership and opt-in input from RIBA HQ	
4.0	Membership report RIBA UK shared that there are currently 197 RIBA SG chapter	RIBA HQ

RIBA Singapore Chapter Minutes of Annual General Meeting 23th September 2021



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	members in which: - 28 have elected to Opt-In to the SG chapter - 3 Affiliates - 2 Associates - 161 Chartered - 31 Students	
5.0	Treasurer's report and acceptance of financial statements	All
5.1	Honorary Treasurer, Mr Ronald Lim, presented the Treasurers Report. Per the constitution, the Financial Year reporting period is from 1 April 2020 to 31 March 2021. For this reporting period, the Chapter incurred an administrative bank expense of SGD\$35.00 in Jan 2020. Beside this, there were no further monetary transactions, assets or liabilities for FY19/20.	
	For this reporting period (1 April 2020 to 31 March 2021), Hon. Chapter received an IRAS tax bill of \$540.60 which has been duly paid.	
5.2	All transactions to date have been funded by direct payments from RIBA HQ.	
5.3	SGD\$10,729.40 cash are present on the bank account as at 31 March 2021 (last day of this reporting period).	
5.4	As such, the treasurer's income for financial year 2019/20 is nil and a declaration of the same shall be submitted to ROS.	
5.5	As there were no further comments, the Report of the Treasurer was adopted unanimously	
6.0	Honorary auditors confirmation of audited accounts.	note
	Honorary auditors Richard Maund and Fiona Nixon (appointed AGM 2020) have audited and verified the Chapter's Statement of Accounts.	
7.0	RIBA Singapore chapter events	note
7.1	Events from 2020 to current:	

RIBA Singapore Chapter Minutes of Annual General Meeting 23th September 2021

MINUTES OF SEPTEMBER 2021 AGM





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7.2	1. Previous AGM – 28 Sept 2020 2. Singapore Archifest – 2 Oct 2020 3. RIBA Chapter Chats: Global Inter-Chapter Dialogue-12 Dec 2020 4. RIBA Global small talks: Creative living cities – 29 Jan 2021 5. RIBA Intl Chapter Chats, Women in Architecture – 12 May 2021 5. RIBA Intl Chapter Chats, Women in Architecture – 12 May 2021 7. SG Heritage Festival, The spaces of food sharing - 27 May 2021 8. RIBA SG Chapter, Future Architects Event – 22 September 2021 9. RIBA International awards – July 2021 Future events: 1. Singapore Archifest – October 2021 2. ASEAN Themed Event – 2021,2022 3. Design talks by RIBA SG & International Chapters – 2021,2022 4. Building Tours – 2021, 2022	
	The state of the s	
8.0	RIBA Singapore chapter Sub committee introduction:	note
8.1	1. Events 2. Outreach 3. Education	
9.0	Introduction of newly elected office bearers and committee to all	All
9.1	1. EeTiong Lim (EL) - Chairman 2. Ms VUN Sook Yieh – Hon Treasurer 3. Ar. Ronald Lim (RM) – Hon Secretary 4. Jayendra Shah (JS) – Committee member 5. Shaumyika Sharma (SS) – Committee member 6. Cyril Assaad (CA) – Committee member	
9.2	Due to insufficient nominations, two (2) vacant positions remain for the position of Committee Member. EL called for all interested parties to submit applications to RIBA HQ. The newly-elected committee will then follow-up, review and co-opt as necessary.	
10.0	Close	All
10.1	14.1 EL called the meeting to close.	
	+	

RIBA Singapore Chapter Minutes of Annual General Meeting 23th September 2021



Royal Institute of British Architects

The above is a true and accurate record of the Annual General Meeting of the RIBA Singapore Chapter dated 23th September 2021, signed:

Signed: 2 Nov 2021

EeTiong Lim - Chairman

Signed: 2 Nov 2021

Cyril Assaad - Honorary Secretary

RIBA Singapore Chapter Minutes of Annual General Meeting 23th September 2021

CHAIRMAN'S REPORT



Dear Singapore Chapter Members,

Good evening and welcome to the RIBA Singapore Chapter 2022 AGM.

This is our first face to face event since COVID. With the relaxation of COVID measures we look forward to more physical events organized by the Chapter with support from you, our fellow RIBA members.

We thank RIBA international and HQ for the support on organizing the AGM. Today we have Ms Azlina Bulmer, Director of International, join us and to share the update of proposed governance for the Singapore Chapter for voting of resolution.

The past year was a new term for the Singapore Chapter committee. We are pleased to have new members joining us in the Chapter committee. They include Ar WingSee Wong (committee member), Mr Paul Seamus (committee member) and Ms SookYieh Vun (Honorary Treasurer). Ms Shaumyika Sharma stepped down as Chapter committee member in Jan 2022 after she confirmed her relocated to USA. We thank her for her active contributions and service to the Singapore Chapter.

- 1. RIBA Singapore Chapter 2021-2022 Events
 - 1.1 23 Sep 2021: RIBA Singapore Chapter AGM
 - 1.2 22 Oct 2021: In Dialogue, commissioning and Curating International Exhibitions. RIBA supported event.
 - 1.3 29 Oct 2021: City Bound, Singapore Archifest event organized by Singapore Chapter with participation from UK, Gulf, Hong Kong and South Africa Chapter members.
 - 1.4 2 Mar 2022 : Dialogue between RIBA Singapore Chapter and RIBA HK Chapter
 - 1.5 13 Jul 2022: Meeting Chapter committee meeting with Director of International
 - 1.6 30 Jun 2022 and 7 July 2022: 2 Part webinar series on Climate Action by Singapore and Hong Kong Chapter
 - 7 Sep 2022: RIBA Singapore Chapter governance update proposal virtual meeting by RIBA international, HQ with Singapore members
- Virtual meeting with RIBA President <u>elect Muyiwa</u> Oki by Ar. Lim <u>EeTiong</u> and Dr Goh <u>Chiong</u> Chia. Dialogue on future support and collaborations to Singapore Chapter by RIBA HQ. We expect more engagements with the RIBA president, committee and council by the Singapore Chapter.
- 3. Meeting with United Architects of Philippines (UAP) Singapore Chapter President on future collaborations.
- 4. Forthcoming Events and Initiatives
 - 4.1 Organized architecture/development tours of works by Singapore members, <u>i.e.</u> Foster and Partners, WSP, Eric Parry Architects
 - 4.2 ASEAN Themed talks 2022-2023
 - 4.3 Collaborations with Gulf, Hong Kong, China Chapters
 - 4.4 2023 Singapore Archifest by RIBA Singapore Chapter with International Chapters, RIBA
 - 4.5 100 years of RIBA in Singapore event

CHAIRMAN'S REPORT

Con't

- 5. Bi Monthly Meetings with RIBA SG Chapter committee members
- 6. Administration
 - 2022 ROS arrangements finalized.
 - 2022 Financial Audits carried out.
 - 2022 Membership and opt-in input from RIBA HQ.

RIBA Singapore Chapter strategic framework,

- Continued collaborations with RIBA HQ and international chapters
- Outreach to local members (to opt-in), students, ASEAN members
- To promote local and international events by RIBA
- Local involvement with professional bodies and local institutions
- Organise face to face gatherings

The goal of the committee is to continue supporting and expanding network of our members in and to promote knowledge and experience sharing towards excellence in design and sustainability. We look forward to members feedback and participation of Chapter events and initiatives.

Thank you.

Ar. <u>EeTiong</u> Lim RIBA Singapore Chapter Chairman 2021-2022



MEMBERSHIP REPORT

In Sep 2022, invitation to Opt-in to the RIBA Singapore Chapter' were put out to those 197 RIBA Members who are the RIBA notified as being resident in Singapore.

32 RIBA Members have elected to Opt-in to the Singapore Chapter. (ie. considered members of ROS-registered society)

Singapore	Affil	Assoc	Chartered	Student
	3	1	156	36
International	130	97	4,593	7,571
Total Members	849	646	28,844	20,853





TREASURER'S REPORT

TREASURER'S REPORT

Reporting period 1 April 2021 – 31 Mar 2022

Reported at AGM 2021 on 23 September 2021

Financial Year 2020/2021 (start 1 April 2020, end 31 March 2021)

Excerpted from last report [Balance \$11,305.00 as at 1 April 2020]

18 Jan 2021 UOB deducts SGD\$35.00 for annual account fee

[Balance: <u>SGD\$10,729.40</u>]

31 March 2021 Funds of SGD\$10,729.40 remain in bank. [Balance: SGD\$10,729.30]

As at 31 August 2021 (latest bank statement), balance remains at <u>SGD\$10,729.40</u>. (i.e. no further expenditure or deductions)

Transaction since AGM 2021

24 Jan 2021 SGD35.00 Annual bank charges were deducted by UOB

As of 31 August 2022 (latest Bank Statement), balance remains at SGD10,694.40

[Balance: SGD10,694.40]

Annual General Meeting 2022 27 September 2022





HONORARY AUDITORS' CONFIRMATION OF AUDITED ACCOUNTS

HONORARY AUDITORS' CONFIRMATION OF STATEMENT OF ACCOUNTS

FY 2021/2022

RIBA SINGAPORE CHAPTER STATEMENT OF ACCOUNTS FY 2021/2022

INCOME & EXP

<u>INCOME</u>		<u>EXPENDITURE</u>	
DONATIONS	\$ -	Bank A/C Annual Service Fee	\$ 35.00
BANK INTEREST	\$ -		
DEFICIT	\$ -		
	\$ -		\$ 35.00

BALANCE SHEET AS AT 31 MARCH 2022

ACCUMULATED FUNDS B/F LESS: DEFICIT/ SURPLUS CREDITORS	\$ 10,729.40 \$ 35.00	ASSETS DEBTORS CASH AT BANK CASH IN HAND	\$ \$ \$	10,694.40 -
	\$ 10,694.40		\$	10,694.40

AUDITORS' REPORT

- We have completed our audit on the accounts of the society for the period ended FY2021/2022 and have obtained all the relevant information and explanations required.
- In our opinion, the Balance Sheet and the Income & Expenditure Statement have been properly drawn up so as to show a true and fair view of the state of society's affairs at FY2021/2022 and of the results for the year on that date.

Fiona NIXON HON AUDITOR

Richard MAUND HON AUDITOR





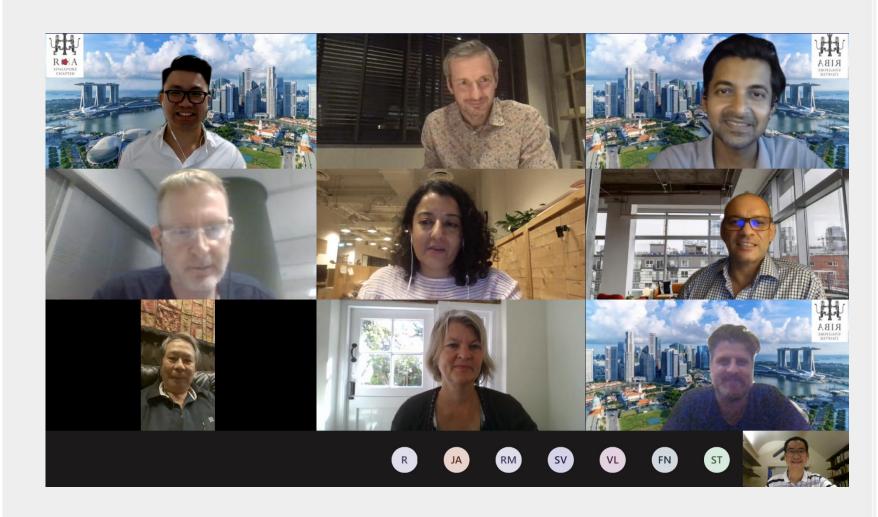
RIBA SINGAPORE CHAPTER EVENTS

SEP 2021 - CURRENT

RIBA SINGAPORE CHAPTER AGM 2021

23 September 2021





IN DIALOGUE: COMMISSIONING & CURATING INTERNATIONAL EXHIBITIONS

Dialogue between curators of the Singapore and British national pavilions at the 17th Venice Biennale for Architecture 2021.

RIBA-supported event.

22 October 2021



Supporting Cross-Border Architectural Dialogue



CITYBOUND

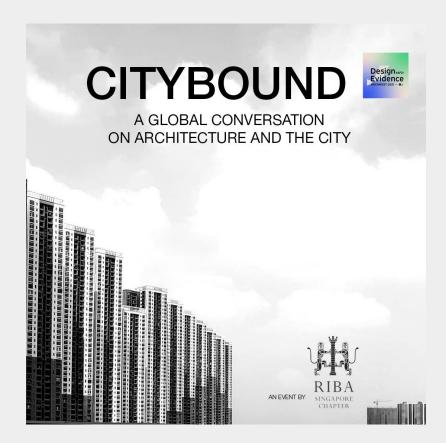
Singapore Archifest

SG Chapter – organized event with participation from UK, Hong Kong, Gulf, and South Africa

29 October 2021



Convening Global Conversations





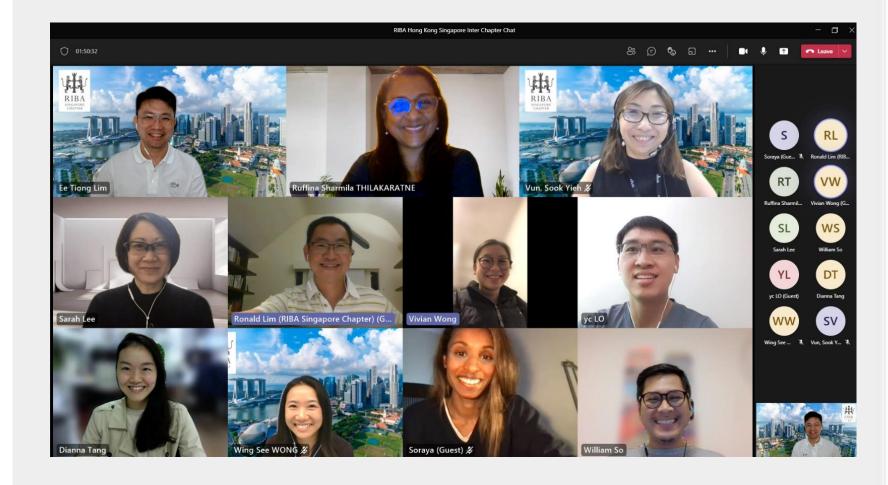


DIALOGUE WITH RIBA-HK CHAPTER

2 March 2022



Collaborating with Regional Chapters



CLIMATE ACTION IN ASIA SERIES

Joint collaboration between RIBA Singapore and Hong Kong Chapters for 2-part webinar series on Climate Action.

30 June 2022

7 July 2022



A joint event by the RIBA Hong Kong and Singapore Chapters

CLIMATE ACTION in ASIA

Webinar Series

DETAILS

Date: 30th June 2022 / 7th July 2022

6:30pm - 7:45pm

FREE ADMISSION BY ONLINE REGISTRATION

SPEAKERS

30th June 2022



Dr Senaka Basnayake
Director of Climate Resilience Department
Asian Disaster Preparedness Centre, Bangkok

Dr Tony Lam
Director of Sustainability
ARUP, Hong Kong

Dr Hossein Rezai Structural Engineer/Founding Member Construction Declares, Singapore

SPEAKERS

7th July 2022



Andrew Grant
Director Landscape Design
Andrew Grant and Associates, London

Tan Szue Hann

Chair of Sustainability Singapore Institute of Architects, Singapore

Stefano Tronci

Assoc. Principal/Regional Sustatinability Lead Woods Bagot Asia, Hong Kong

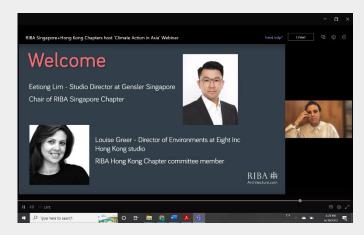












ENGAGEMENT WITH RIBA HQ

13 July 2022





UPDATE GOVERNANCE VIRTUAL MEETING

RIBA International, HQ organized a virtual meeting to brief members of the proposed change in governance.

7 Sep 2022



RIBA Singapore Chapter -Member's briefing reminder - 7th September 2022

Dear RIBA Members.

As a valued member of the RIBA Global community, we are writing to inform you about some proposed changes to the RIBA operational delivery in Singapore.

RIBA Council and Board have approved a more streamlined approach to operations for RIBA and Chapter services to members across the globe. The main aim is to ensure RIBA can offer its members enhanced services and a better member experience globally; as well as find appropriate operational solutions wherever possible to enable a more effective service delivery.

RIBA is very much looking forward to being able to offer enhanced services to our members in Singapore. Before we proceed, we would like to invite you to a briefing prior to the Singapore Chapter's AGM which will cover the new governance proposal and will provide the opportunity to ask questions. The Chapter's AGM will then provide the opportunity for members to vote for the proposal and to enable a quorum to close the existing entity.

The members meeting will take place on Wednesday 7 September at 10.30am GMT, and will take place online via Microsoft Teams. We hope you will be able to attend and Please RSVP to: ribainternational@riba.org by Monday 5th September.

Best wishes

RIBA International



LOOKING FORWARD 2022-2023

GROWING A SENSE OF COMMUNITY















INVOLVEMENT IN EDUCATION





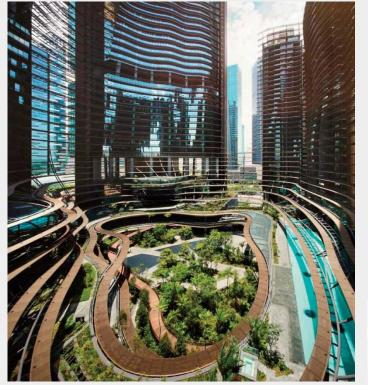






ENABLING THE SHARING OF KNOWLEDGE

Architecture/development visits by members, i.e. Fosters and Partners, WSP, Eric Parry, etc TBC









ASEAN THEMED EVENTS WITH REGIONAL MEMBERS

2022 - 2023











DESIGN TALKS BY RIBA SINGAPORE CHAPTER MEMBERS INTERNATIONAL CHAPTERS,

2022 - 2023



To resume when COVID-measures are relaxed, and in-person networking events are feasible.



LET US KNOW WHAT YOU WANT TO SEE!



















AOB



SECTION II:

GOVERNANCE PROPOSAL BY RIBA HQ

Governance review
Singapore Chapter –
Tuesday 7th June
2022



Agenda

- Current position
- Risks and challenges
- Proposals, benefits and timescales
- Q&A



International Chapters

• RIBA currently has 6 International Chapters that provide a framework for volunteer member groups to deliver initiatives outside the UK, that represent the interests and strategic priorities of the RIBA

• The legal status of RIBA Chapters differs in each jurisdiction which has caused lack of consistency and clarity for external audiences



Independent Chapters – RIBA Singapore Chapter

Current position

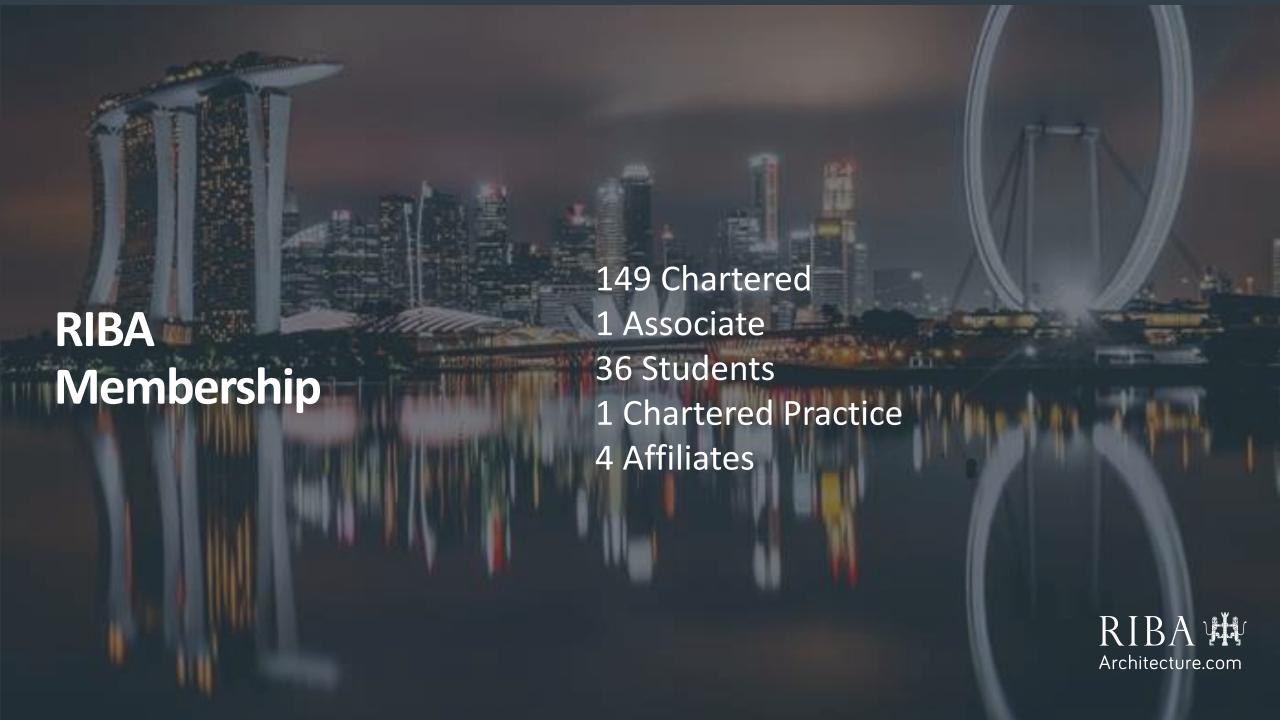
Governed by local legally binding constitution lodged with Singapore Register of Society's (ROS)

Singapore law require members to opt-in to membership of the chapter

Annual legal costs

RIBA is not responsible to pay annual registration fees circa 1,200SGD associated legal costs and any tax charges. Any tax liability must be fully borne by Independent Chapters







Membership:

A significant number of RIBA members in Singapore do not opt-in, so the Chapter is smaller than the total potential membership

Legal status:

The lack of consistency of legal status of chapters is inefficient and impacts on delivery and activity of these Chapters leading to a lack of engagement and support for members and missed opportunities for RIBA



Proposal

In order to provide greater clarity and effectiveness of governance of member activity and management of operations:

Set up a RIBA subsidiary company as a registered overseas company with no separate board, members or a constitution to carry out the scope of work assigned to it by RIBA

The new structure will include operational functions including finance and legal administration which will sit with RIBA, freeing Singapore Chapter of these tasks, to enable it to carry on with the activity the Chapter is doing



Benefits of a RIBA subsidiary company Enable members to focus on memberled engagement, ensuring maximum promotion of Chapter and impact for activities

Remove risk and liability for volunteer members of the Chapter as part of the larger RIBA organization

The Chapter will be eligible to apply for the Local Initiative Fund (LIF)



Benefits of a RIBA subsidiary company The Chapter will continue to provide onthe-ground insight to RIBA on issues for the profession and to work in partnership with us to celebrate the global architecture community

Introduction of a subsidiary company in Singapore, demonstrates our ongoing commitment as an Institute to supporting our International members



Introduction of new Asia & Australasia regional council

RIBA Council has approved the creation of International Regional Councils once three RIBA chapters have been established per Region

RIBA Asia and Australasia supports a community of 2,500 members making the region the largest collective of members internationally, with Chapters in China, Hong Kong, Singapore and Sri Lanka

Asia & Australasia region would qualify for a regional council once the required number of RIBA chapters has been met - China, Hong Kong, Singapore and Sri Lanka Chapters

Area of operation would include China, Asean countries, Indian sub-continent Japan, Australia & New Zealand



RIBA Council

(includes 4 Council members elected by International Regions)



Main Committee

(currently Nations and Regions Committee – Regional Council rep on committee)



International Regional Council

(with 3 or more International Chapters in an International Region)



International Chapter

(established as part of RIBA)

Regional Council structure

Regional Councils shall work closely with the RIBA Chapter chairs and the Council will comprise of the following Council members together with a maximum of 3 co-opted members from the Asia & Australasia region and 2 additional student representatives:

- Proprietable
 Pro
- (*) Vice chair
- Mational Council Rep
- China Chair
- ① Hong Kong Chair
- Singapore Chair
- Sri Lanka Chair



Proposed timeline







Q&A





SECTION II:

VOTE ON RESOLUTIONS SCHEDULED EGM 21 Oct 2022 (TBC)

