



**INTERNATIONAL AMATEUR
RADIO UNION
REGION 3
SEVENTEENTH REGIONAL
CONFERENCE**



10 – 14 September 2018

Seoul, Korea

**Document No. 18/XVII/014
Agenda Item: 10.1**

REPORT BY WIRELESS INSTITUTE OF AUSTRALIA

The Directors of The Wireless Institute of Australia submit their report with respect to the activities of the Institute for the three years ended 31st December 2017 and the state of the Institute's affairs as at that date.

1, The Basis of this Report

The most recent Annual General meeting of the Wireless Institute of Australia was conducted in Queensland over the weekend 19 and 20 May 2018. The AGM was well attended and incorporated a Convention as well as the AGM.

2. The Objectives of the Institute

The objectives of the Wireless Institute of Australia as set out in its Constitution are:

- to promote, advance and represent in any way it thinks fit Amateur Radio and the interests of radio amateurs, and without limiting the generality of the forgoing,
- to protect and enhance the privileges of radio amateurs,
- to encourage an awareness of the value of Amateur Radio,
- to educate and encourage potential radio amateurs,
- to represent radio amateurs both nationally and internationally, and
- to provide services for radio amateurs and those interested in Amateur Radio, including the publication of the magazine 'Amateur Radio' and other publications.

Amateur Radio is defined by the Constitution as including all activities by duly authorised persons interested in radio technique solely with a personal aim and without pecuniary interest and all other branches of knowledge and activity having application to Amateur Radio.

3. Directors

The Directors of the Institute at the date of the latest Annual General Meeting were:

| | | |
|--------------------|--------|-----------------------------|
| Justin GILES-CLARK | VK7TW | Director and President |
| Peter CLEE | VK8ZZ | Director and Secretary |
| Gregory KELLY | VK2GPK | Director and Vice President |
| Marcus BERGLUND | VK5WTF | Director |
| Brian CLARKE | VK2GCE | Director |
| Aidan Mountford | VK4APM | Director |

4. Membership

On 31st December 2017 there were 3905 members of the Institute. Table 2 lists membership by categories:

| Table 1: Number of WIA members by Membership category | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|---|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Life | 34 | 32 | 32 | 32 | 29 | 28 | 28 |
| Full | 3,105 | 3,100 | 3,080 | 3,082 | 2875 | 2720 | 2756 |
| Concessional | 1,108 | 1,125 | 1,128 | 1,085 | 1099 | 1125 | 919 |
| Family | 98 | 96 | 93 | 82 | 79 | 79 | 69 |
| Non-AR (no longer available) | 164 | 146 | 139 | 125 | 107 | 105 | 81 |
| Student | 20 | 26 | 27 | 28 | 36 | 39 | 29 |
| Overseas | 46 | 37 | 39 | 31 | 28 | 34 | 23 |
| TOTAL WIA MEMBERSHIP | 4,575 | 4,562 | 4,538 | 4,465 | 4,447 | 4,130 | 3,905 |

Transmitting Members as at 31 December:

| | |
|------|------|
| 2015 | 3795 |
| 2016 | 3674 |
| 2017 | 3842 |

Since April 2005, a 5-year subscription for each membership category, other than Concession Member (Student) and Family member has been offered.

On line applications for membership and renewals continues to be very popular and are responsible for many new full members; however, the Board is concerned about, and has focus on, drops in concessional memberships as well as overall membership numbers.

In December 2017, the Board introduced an Associate's Program to expand the reach and range of the WIA to potential new members. The Associate Program is free of charge and is open to Amateurs and non-Amateurs, as well as Short Wave listeners and

overseas residents. Associates receive periodic email information on subjects like - Amateur Radio, Wireless Institute of Australia events, Study for licenses and Licensing procedures, and Access to various special interest forums.

WIA Associates are not members of the WIA and cannot vote at meetings or the AGM. WIA Associates do not have access to member only sections of the website, nor MemNet, Amateur Radio Magazine or the QSL Bureau.

Associates Program URL contact.wia.org.au

5. Relationship with Regulator

On 28th January 2009, the Institute executed a Deed with the Commonwealth of Australia, represented by the Australian Communications and Media Authority (ACMA) the regulatory authority of radio frequencies in Australia.

By that Deed, the Institute was delegated certain statutory functions under sections 121 and 122 of the *Radiocommunications Act* 1992 (namely, the power to issue Amateur Operator Certificates of Proficiency (AOCP) and provide assess competency as an approved body) and certain associated administrative functions (namely, the management of amateur call signs).

The initial term of the Deed was 5 years, with an option for a further 5 years. In 2014, the further 5-year option was exercised by exchange of letters. No amendments were made to the Deed during 2017.

The Deed came into effect for assessments and certificates of proficiency on 2nd February 2009 and with respect to callsigns on 2nd March 2009.

The Deed imposes on the Institute several significant obligations:

- adhering to certain specified time limits regarding the functions it provides, and/or service levels
- extensive reporting obligations
- charging for the services it provides in accordance with the Commonwealth's cost recovery guidelines.

The fees to be charged by the Institute for assessments and for callsign recommendations continue to be subject to justification to the ACMA in accordance with the Commonwealth cost recovery guidelines. The WIA receives no payment or consideration from the ACMA for functions provided by the WIA under this deed.

The fee structure used by the WIA for the ACMA deed functions is based on a model developed when the Deed was first put in place in 2009. The WIA has been 'under-recovering' costs of the ACMA related functions for most years since 2009, with an aggregate total over the 8 years exceeding \$60,000 deficit. The Board will be re-dressing this during 2018 through a re-basing exercise. Input to this may include the new *Radiocommunications Act* once in place plus whatever the new contractual

arrangements will be. Transition planning has commenced with the ACMA for the February 2019 contract end.

The ACMA has indicated that future arrangements will involve multiple contracts for services, rather than a "deed". However, these functions or services will be determined by the changes to the *Radiocommunications Act* and these are yet to be determined.

The WIA-appointed Nominated Training Organisation appoints assessors and administers the examination system. Trainsafe Australia continues to act as the WIA's Nominated Training Organisation in accordance with the requirements of the Deed.

6. Callsign Recommendations

Under the Deed with ACMA, the WIA makes callsign recommendations for an on behalf of Australian Amateur Operators. A callsign recommendation is required by ACMA prior to the issue of an operating license.

Table 2 lists details of the administration of callsigns by the Institute in the 12-month period ending 31st December 2017 and previous year:

Table 2: Callsign recommendations 2016 1nd 2017

| Description | 2017 | 2016 |
|---|-------|-------|
| Total number of Callsign recommendations issued | 1,031 | 1,146 |
| <ul style="list-style-type: none"> Number of 'next available' callsign recommendations issued | 216 | 187 |
| <ul style="list-style-type: none"> Number of other selected callsign recommendations issued | 704 | 810 |
| <ul style="list-style-type: none"> Number of Qld, NSW and Vic two-letter callsign recommendations issued | 67 | 88 |
| <ul style="list-style-type: none"> Number of special callsign recommendations issued | 9 | 19 |
| <ul style="list-style-type: none"> Number of repeater and beacon callsign recommendations issued | 22 | 23 |
| <ul style="list-style-type: none"> Number of club callsign recommendations issued | 13 | 19 |
| Total number of applications for a callsign recommendation refunded because the callsign requested was unavailable | 0 | 1 |
| Total number of callsigns quarantined on the death of the amateur | 84 | 97 |

7. Examinations/Certificates of Proficiency

Under the Deed with the ACMA the WIA conducts examinations and issues Certificates of Proficiency to individuals in Australia. A Certificate of proficiency is required in order to apply for an operating license.

Table 3 shows the distribution by state or territory of Assessors and Facilitators as at 31st December 2017, with the number as at 31st December 2016 in brackets.

Table 3: Assessors and learning facilitators

| State / Territory | Nom. Assessors | WIA Assessors | L/Facilitators |
|--------------------|----------------|------------------|----------------|
| ACT | 1 (1) | 5 (5) | 1 (1) |
| New South Wales | 5 (4) | 74 (71) | 12 (12) |
| Victoria | 6 (6) | 60 (62) | 8 (9) |
| Queensland | 6 (6) | 43 (40) | 16 (16) |
| South Australia | 3 (3) | 19 (19) | 2 (2) |
| Western Australia | 2 (2) | 9 (9) | 5 (2) |
| Tasmania | 2 (2) | 7(5) | 4 (4) |
| Northern Territory | 0 (0) | 6 (6) | 1 (1) |
| Total | 25 (24) | 223 (217) | 49 (47) |

Table 4 shows the total of assessments processed and assessments passed for the current year compared to the previous year, plus the distribution of those assessments.

Table 4: Assessments processed and assessments passed

| Assessments processed | Year | | Assessments passed | Year | |
|-----------------------|------|------|-----------------------|------|------|
| | 2017 | 2016 | | 2017 | 2016 |
| TOTAL | 832 | 793 | TOTAL | 771 | 741 |
| Foundation | 363 | 392 | Foundation | 343 | 374 |
| Standard | 128 | 118 | Standard | 115 | 107 |
| Regulations | 161 | 149 | Regulations | 156 | 140 |
| Advanced | 111 | 101 | Advanced | 88 | 87 |
| Practical taken alone | 69 | 33 | Practical taken alone | 69 | 33 |

Table 5 shows licensees qualifying for an upgrade for the current year compared to the previous year, plus the distribution of those licenses.

Table 5: Qualifying Licensees

| Upgrade direction | Year | |
|------------------------|------|------|
| | 2017 | 2016 |
| TOTAL | 201 | 195 |
| Foundation to Standard | 71 | 90 |
| Foundation to Advanced | 29 | 30 |
| Standard to Advanced | 39 | 48 |
| Direct to Standard | 40 | 14 |
| Direct to Advanced | 22 | 13 |

Table 6 shows the total of certificates of proficiencies that were issued for the current year compared to the previous year, plus the distribution of those issued certificates.

Table 6: Certificates of Proficiency Issued

| Level of AOCPP issued | Year | |
|-----------------------|------|------|
| | 2017 | 2016 |
| TOTAL* | 550 | 578 |
| Foundation | 344 | 385 |
| Standard | 115 | 101 |
| Advanced | 91 | 92 |

*includes Callsigns issued not charged.

2017 was the twelfth full year of operation of the WIA Assessment Service to provide assessments of competency using Assessors qualified by the Institute's Nominated Training Organisation (NTO) in accordance with the Deed.

8. Representation

2017 was a busy year with the WIA making many submissions to the ACMA along with the regular meetings with the ACMA.

In relation to the submissions the Spectrum Strategy committee is charged with undertaking consultation and drafting submissions for the Board to consider and submit to the ACMA. In 2017 these ACMA submissions were made and meetings attended:

- Analysis of the draft radiocommunications legislation released in May 2017.
- Three phases of consultation with the amateur radio community for the new radiocommunications legislation and revised LCD - Phase 1 general principles, Phase 2 proposed changes to each license grade, Phase 3 outstanding issues (May - July 2017).
- 3575 - 3700 MHz band changes - consultation with amateur radio community (June 2017).
- Attendance at radiocommunications legislation consultation session (June 2017).
- Consultation with amateur radio community on the ACMA Interference Management proposal (Aug 2017)
- Drafting and submitting response to ACMA on 3575 - 3700 MHz band changes using consultation response (August 2017).
- Drafting and submitting a response paper using the consultation information on the radio communications legislation (August 2017)
- Drafting and submitting a response to the ACMA Interference Management consultation (Sept 2017)
- Attendance and reporting on the RadComm 2017 (Oct 2017)
- Drafting a response paper using the LCD consultation information (commenced Nov 2017)

- Spectrum Strategy Committee workshop with Board members on LCD submission.

In July 2017 following public comment and negotiations with the ACMA, there was an update to the reciprocal licensing table, with the US General License being made equivalent to the Australian Standard License.

Changes were agreed with the ACMA in order to streamline applications for licenses, particularly for repeaters and beacons.

During the year, the Institute also participated in various Standards Australia meetings on matters that could potentially affect the amateur service, including standards related to interference issues and radiocommunications equipment.

Internationally, the Institute participated in a range of meetings.

9. Strategic Assessment

The WIA Board formed the Strategy Advisory Committee in June 2017. This role of this committee includes:

- Provide advice that would improve the corporate governance structure of the WIA
- Develop and recommend strategic goals of the WIA
- Provide advice that would strengthen the WIA's core competences
- Advise the Board on selection and remuneration of specific, external professional experts
- Identify investment opportunities and decision-making procedures that would enhance the benefit and quality of significant WIA investment decisions.

10. Australian Amateur Radio - Permitted frequencies

| <i>Item</i> | <i>Column 1</i> Frequency band | <i>Column 2</i> Permitted emission modes |
|-------------|---|--|
| <i>1A</i> | 135.7 kHz–137.8 kHz [see note 5] 472 kHz–479 kHz [see note 6] | Any emission mode with a necessary bandwidth no greater than 2.1 kHz |
| <i>1</i> | 1.800 MHz–1.875 MHz 3.500 MHz–3.700 MHz 3.776 MHz–3.800 MHz 7.000 MHz–7.300 MHz 10.100 MHz–10.150 MHz 14.000 MHz–14.350 MHz 18.068 MHz–18.168 MHz 21.000 MHz–21.450 MHz 24.890 MHz–24.990 MHz | Any emission mode with a necessary bandwidth no greater than 8 kHz |
| <i>2</i> | 28.000 MHz–29.700 MHz | Any emission mode with a necessary bandwidth no greater than 16 kHz |
| <i>3</i> | 50.000 MHz–54.000 MHz 144.000 MHz–148.000 MHz | Any emission mode with a necessary bandwidth no greater than 100 kHz |
| <i>4</i> | 430.000 MHz–450.000 MHz 1 240.000 MHz–1 300.000 MHz 2 300.000 MHz–2 302.000 MHz 2 400.000 MHz–2 450.000 MHz 3.300 GHz–3.425 GHz [see note 2] 3.425 GHz–3.4425 GHz [see note 3] 3.4425 GHz–3.475 GHz [see note 4] 3.475 GHz–3.4925 GHz [see note 3] 3.4925 GHz–3.5425 GHz [see note 2] 3.5425 GHz–3.575 GHz [see note 4] 3.575 GHz–3.600 GHz 5.650 GHz–5.850 GHz 10.000 GHz–10.500 GHz 24.000 GHz–24.250 GHz 47.000 GHz–47.200 GHz 76.000 GHz–81.000 GHz 122.250 GHz–123.000 GHz 134.000 GHz–141.000 GHz 241.000 GHz–250.000 GHz | Any emission mode |

The WIA recently made submissions to the Regulatory Authority for access to the following:-

(a) That priority be given to enabling Advanced licensees to use the **5351.5-5366.5 kHz band**, already listed in the Australian Radiofrequency Spectrum Plan that commenced on 1 January 2017.

(b) Establishing that the following amateur allocations, with the exception of 50-52 MHz, be available to Advanced licensees only.

| | |
|-----------------|--|
| 1875 – 2000 kHz | To harmonise the Australian amateur allocation with that of many other countries across ITU Regions 1, 2 and 3. See section 4.1.3 and Table 4.1.3a. |
| 3700 – 3776 kHz | To harmonise the Australian amateur allocation with those in many other countries across ITU Regions 1, 2 and 3. See section 4.1.3 and Table 4.1.3b. |
| 3800 – 4000 kHz | |
| 50 – 52 MHz | Primary status for amateurs (Advanced and Standard) on 50-52 MHz See section 4.1.4. |
| 70 – 70.5 MHz | Early release of an allocation in this band, as per the WIA submissions to the ACMA of 11 July 2014 and to RALI LM2 of 30 July 2016. See Table 4.1.5. |
| 918 – 926 MHz | To enable the amateur service to experiment and intercommunicate with equipment based on devices widely available for the 900 MHz LIPD Class License segment. See section 4.1.6. |

Australian Band Plan information is available at

www.wia.org.au/members/bandplans/data/

11. In Conclusion

All of the activities of the Institute are directed toward achieving its stated objectives for the amateur radio cohort, a goal largely unchanged over its 100 year-plus history.

As the "peak" body representing Australian Radio Amateurs both within Australia and internationally, these objectives distil to two survival goals:

- 1) to lobby for and protect the spectrum access; and
- 2) to ensure survival though ensuring the continued relevance of the hobby.

These objectives have changed little over the years, despite the pace of technology.

Attracting new amateurs, their training, assessment and qualification, undertaken in partnership with the clubs, including the functions undertaken in accordance with the Deed with the ACMA, all work to achieve the objectives of the Institute. The WIA have recently made a submission to ACMA in relation to Training and Qualifications for Amateur radio in Australia. We await the result of our submissions

The Board is actively making the WIA organisation more sustainable with a longer-term focus - the 2018 budget has a high level of provisioning for a range of committed activities. There is a challenging and large change program.

Membership numbers continue to be a concern as the Board with year on year drops in membership numbers, predominately concessional members. Membership engagement is a constant focus for the Board along with attracting new members and this will be a focus area in 2018.

The Board has introduced an Associates Program and also continues to offer concessional memberships. There are hundreds of volunteers Australia-wide who perform the various functions of the Institute as well as the two staff members in the national office in Melbourne.

The Board is actively working toward "steering not rowing the organisation" but the goal remains elusive to-date: this is a challenging organisational culture change agenda that takes time - especially in a volunteer organisation.

The Board views the LCD submission to the ACMA as a once-in-a-lifetime chance to position this experimental hobby for the future.

Key Performance Indicators (KPIs) are used and reported on with respect to the assessment, certificate and callsign functions performed on behalf of the ACMA.

The Board has an excellent working relationship with the national regulator, the ACMA, and is actively planning what the amateur radio service will look like under the new *Radiocommunications Act* and the new service contract arrangements after the Deed expires in February 2019. It is recognised that any new contractual arrangement with the ACMA will need to be based on the real-cost of delivering the service and this will more than likely involve increased cost of services.

The voluntary contribution to these activities by the WIA Nominated Training Organisation, the Assessors, and the many others at Institute and club levels, provides a service at a far lower cost than could be otherwise offered, particularly by a commercial for-profit organisation.

The Board is actively involved in the IARU Region 3 and ITU activities and funds its' commitment to send representatives to these activities. This international representation is a non-trivial cost to the Institute.

At the operational level the Board is actively looking to improve the processes and functions using continuous improvement principles. In addition to those particular activities, the Board is satisfied that the many other activities of the Institute all contribute to the pursuit of the overall objectives of the Institute.

As a volunteer based Not-for-Profit organisation, the board is always seeking the skills of members that can help extend the scope, efficiency and effectiveness of the WIA – not just technical skills, but also in areas of management, marketing, finance, media and strategy.
