

DRAFT MINUTES

MEETING DATE	27 November 2024	
TIME	1:00pm -2:00pm AEDT	
LOCATION	Via Zoom	
ATTENDEES	Daniel Banfai Tom Beer Mark Bellingham Ian Boothroyd Vicki Brady Mark Breitfuss Howard Briggs Shannah Brown Stephanie Brown Di Buchan Terry Calmeyer Carolyn Cameron David Carberry Mark Challoner Alan Chenoweth Liz Clarke Carol Conacher Patricia Dale Tom Davies Diane Dowdell Kimberley D'Souza Martin Fallding David Francis Fiona Gainsford Bill Gardyne Warwick Giblin Claire Gronow Vanessa Hardy Melissa Harrison Bill Haylock Zena Helman Nicolas Israel David Johnson Paul Keighley	Halina Kobryn Jack Krohn Suzanne Little Edouard Loisançe Hamish Manzi Neil Marshman Dugal McFarlane Zoe McLaughlin Simon Molesworth AO KC Andrew Morrison Vicki-lee Morrison Chris Murphy Andrew Nagle Mark Nan Tie Sally O'Neill Maria Pedicini Marion Pennicuik Warren Pump Kevin Roberts Judith Roper-Lindsay Helen Ross Yi Shu Geraldine Squires Elizabeth Stark Tegan Stehbins Kimberley Swords Erica van den Honert Rod Welford Lachlan Wilkinson Brendyn Williams Olivia Williamson Kathy Yeo Simon Young Berryman
ATTENDING BY PROXY	Patrice Brown R Scott Hanna Simon Leverton	Richard Sharp Jon Womersley
APOLOGIES	Michael Chilcott Joanne Flint Rob Gell Martin Juniper	Vanja Sekizovic Russell Tait Kevin Tearney Penelope Wensley
CENTRAL OFFICE STAFF	Rosanna Hunt Kathy Knight Jennie McClements Jonathon Miller	
MEETING OPENED	1:00pm AEDT	

WELCOME, APOLOGIES AND PROXIES

Vicki Brady FEIANZ CEnvP, President, gave an Acknowledgment of Country and welcomed people to the meeting. Apologies and proxies were noted.

ACCEPTANCE OF MINUTES

The draft minutes from the 2023 Annual General Meeting were accepted.

MOTION:	That the draft minutes of the 2023 EIANZ AGM be accepted.			
CARRIED	MOVED:	Marion Pennicuik MEIANZ	SECONDED:	Nicholas Israel MEAINZ
	IN FAVOUR:	Majority	AGAINST:	None recorded

REPORTS

President's Report

Vicki Brady FEIANZ CEnvP presented a report on the activities and achievements of the Institute during the financial year 2023-24 including:

Membership

A record year closing with 2,180 members. The NZ Chapter and the NSW and WA Divisions also reached record numbers - congratulations to them.

CEnvP Scheme - 119 new practitioners certified and 1,260 CEnvPs in total, a nearly 8% increase on June 2023.

Strategic partnerships

- The Institute of Environmental Management and Assessment (IEMA)
- International Society of Sustainability Professionals (ISSP)
- Accounting for Nature (AfN)
- Australasian Land and Groundwater Association (ALGA)

As a result of these partnerships, our network has grown from 3,000 to more than 100,000 environmental practitioners globally.

Partnership champions for each agreement meet bimonthly to deliver on those agreements.

Alongside our existing agreements, these partnerships allow us to offer expanded professional development and networking opportunities to our members.

Members are encouraged to take advantage of these benefits.

Communities of Practice

This year we also welcomed the Australasian Network of Ecology and Transportation (ANET) as a Community of Practice (CoP) within the Ecology Special Interest Section.

ANET bring their expertise in transport ecology to our community of environmental practitioners on an ongoing basis.

In May 2024 the CoP designed the technical program for a one-day symposium on technological solutions for wildlife-vehicle collisions, which EIANZ was asked to produce on behalf of the NSW Government and WSP.

Thank you to ANET CoP Chair, Rodney van der Ree, for doing such an excellent job with that event.

Events

This was the first year we designed our marquee event program to focus on a specific topic: achieving 'nature positive'.

In discussion with the Australian Government, these events were tailored to lead into the Commonwealth's Global Nature Positive Summit in October 2024.

This planning was led by a cross-discipline steering committee, who were focused on how best the Institute could influence and make the most of the pivotal opportunity.

The first of these marquee events was our inaugural Nature Positive Cities Symposium in March, which was a highly successful event and is sure to become a staple of our events program. Thank you to Andrew Morison and the technical committee for their excellent work.

Our other marquee events in this program fell into the 2024-25 financial year, and I look forward to reporting on them in next year's report.

Advocacy

Another highlight this year has been the elevation of the Institute's advocacy role through stronger relationships with key government stakeholders.

In addition to responding to public calls for policy submissions, the Institute is now being specifically invited to contribute policy advice to state and federal governments, including through invitation-only consultations on the Australian Government's nature positive reforms.

Thank you to Carolyn Cameron, Dr Ailsa Kerswell and Naomi Maxwell for expertly representing the Institute throughout that process, as well as those who contributed to our Institute-wide submission.

The President made special mention of Dr Neil Marshman, our Policy & Standards Committee Chair, for his tireless work on Institute policy submissions & position statements.

In November 23 the Institute was represented on the world stage at United Nations Climate Change summit, COP28, by our International Affairs Ambassador the Hon. Simon Molesworth AO KC.

Simon made valuable connections with government and other non-government organisations while at the event and it was fantastic to have live updates from the summit. Thank you, Simon, for your efforts and contributions.

Students and Early Career Practitioners

Another key area of focus for the Institute was supporting students and early career practitioners. The Institute introduced:

- Subsidies to support students transitioning to Associate membership
- Travel grants to the EIANZ Annual Conference.
- A pilot program to provide students in our Qualifications Accreditation Scheme degrees with fully subsidised membership

Structural Change

In February 2024, we successfully implemented a substantial restructure to improve our governance processes and minimise organisational risk.

This involved revising Institute By-Law 16, which governs our CEnvP Scheme, to refocus the Certification Board's remit on certification and improvement of the Scheme.

There was no disruption to the certification process during the implementation of this restructure and the President thanked the CEnvP team for their patience and professionalism during this time, and the outgoing Certification Board for their significant contribution to the Institute. Several members of the former Certification Board are continuing to contribute to the Scheme via the re-formed Certification Board.

Testament to the skill and passion of all involved, the Scheme was awarded the International Association for Impact Assessment's Institutional Award in May 2024.

I am looking forward to seeing the continued growth of our flagship scheme and working with the new Certification Board chaired by Maria Pedicini.

By-Law reform

This year also replaced By-laws 7 and 7a with streamlined Standard Operating Procedures, to reduce the administrative burden on our volunteers while ensuring proper checks and balances are in place for staff.

Honorary Life Member, Fellows and Merit Awards

At our 2023 Annual Conference, held in Auckland, we were honoured to appoint a new Honorary Life Member, Di Buchan.

Di has been an active member of the Institute for almost two decades, her achievements and contributions to the Institute have been substantial and are ongoing.

Congratulations, Di!

Congratulations to all those appointed as Fellows during the 2023-2024 financial year and our 2023 Merit Award winners. A full list of winners, current Fellows and our newest Honorary Fellows can be found in our Annual Report.

AJEM

Congratulations to Dr Oliver Fritsch and Dr Animesh Gain who began their tenure this year as co-editors of the Australasian Journal of Environmental Management.

President's thanks go to:

- All volunteers on Institute Chapter & Divisional committees, and the Advisory Council
- QAS Board members
- Student and Early Careers Committee members
- All EIANZ staff, including the Membership and CEnvP teams
- Fellow Board members, with special thanks to former Vice President (New Zealand) Isobel Oldfield and former Treasurer Dr Elizabeth Stark, who finished their tenure with the Board in this financial year
- Each and every Institute member for your contributions to the organisation. The President looks forward to continuing to work with you all to advance the environment profession

Treasurer's Report

Diane Dowdell FEIANZ presented an overview of the financial performance of the Institute for FY2023-24.

Diane acknowledged that she was representing two Treasurers in the report and acknowledged the work undertaken by the previous Treasurer, Dr Elizabeth Stark.

The 2023-24 financial year plan was focused on building the future of our organization with an investment budget designed to further strengthen the Institute:

- Investment in Central Office resources by recruiting two roles to reduce volunteer workload (particularly in project management, member communication and policy advocacy)
- As part of the restructure mentioned by the President the CEnvP Program and EIANZ Central Office teams were brought together increase efficiency and reduce duplication resulting in costs savings
- The first stage of the planned digital transformation was completed by migrating all files to Microsoft SharePoint. This provides volunteers with a platform for easy collaboration and improves information security through secure file storage
- Professional services were engaged to update Human Resources policies, ensuring they reflect the most up-to-date laws and practices to facilitate a positive and productive workplace

Although most planned investments in initiatives and resources were made, significant expenditure savings and increased revenue meant the Institute ended the financial year with a small surplus instead of the planned deficit. This was due largely to membership growth and event revenue being higher than forecast, which was particularly pleasing given the largest marquee events fell outside this financial year.

Membership is at an all-time high including a 35% growth in Group Memberships, showing the extent to which our industry's leading businesses value the work of the Institute.

2023-24 saw a greater diversification of revenue sources, in line with the Strategic Plan, approaching one third each from the three major categories (membership, certification and events).

Total assets and member equity are at their highest ever which means that the obligation to hold equity greater than 50% of annual operations costs and the commitment to a 'Strong and Sustainable Institute' in the EIANZ Strategic Plan are being met.

The Institute's financial statements have been provided to members along with the Annual Report for 2023-2024. Members present acknowledged receipt of the financial statements and Annual Report.

Our strong position, gained through the work of all the Chapters, Divisions, Special Interest Sections and Staff, will enable the Institute to continue investing in improving our services for members and volunteers, ultimately contributing to the advancement of the environment profession.

SPECIAL RESOLUTION – RULE AMENDMENT

Fiona Gainsford FEIANZ CEnvP IA+REAP, EIANZ Secretary, detailed a proposed amendment to Rule 17(1), to increase the maximum size of the Disciplinary Panel from five to ten members.

This change is being proposed as the growth of EIANZ membership and in practitioners certified under the CEnvP Scheme mean that there is a need to plan for an increase in matters for a disciplinary committee to consider. A larger panel of suitably qualified people allows for more than one disciplinary committee to be convened at the same time and makes a wider range of experience available to consider disciplinary matters.

The Secretary confirmed that the disciplinary panel is a group of people from whom a particular disciplinary committee, of three members, can be formed.

The current wording of Rule 17(1) is:

"The Board may appoint and maintain a panel of up to **five (5)** suitably qualified persons, from which a Disciplinary Committee may be constituted"

Proposed wording of Rule 17(1) is:

“The Board may appoint and maintain a panel of up to **ten (10)** suitably qualified persons, from which a Disciplinary Committee may be constituted”

Multiple choice
59 votes

🗑️ ⚙️ Poll settings

Do you support the motion: That Rule 17(1) be amended to increase the maximum size of the panel from five (5) to ten (10) suitably qualified persons.

Yes, I support the motion



No, I don't support the motion



MOTION:	That Rule 17(1) be amended to increase the maximum size of the panel from five (5) to ten (10) suitably qualified persons		
CARRIED	IN FAVOUR:	Absolute Majority	AGAINST: 2% of 59 votes

Q & A

The Board answered members' questions on the following topics:

- Could marquee events be hybrid, or at least partially hybrid events?
The audio-visual costs involved in providing hybrid attendance at larger events, and particularly those where there are concurrent sessions, can be at least double that of a live-only event, adding around \$30,000 to the cost of the event. Due to the low interest in hybrid attendance at events where it has been offered it has not been considered a valuable investment.
It was suggested that this option should not be dismissed, and a suggestion made that keynote addresses and main plenary sessions of marquee events may be able to be made available online.
- Has EIANZ's complaints process been updated?
The Audit and Risk Committee conducted a review and considered both the existing process and that documented for the CEnvP Scheme.
The two processes have been combined into a single, Institute-wide process.
- Membership fees – What percentage do the Divisions receive and how is this distributed?
The CEO did not have the exact details available as Divisions receive a different proportion of a new membership application fee from that of a renewal fee. He noted that Divisions and Chapters have direct access to funds generated through membership fees and funds generated from their events, but they are also able to submit a business case to apply for funds from the Institute.
- How is membership growth benchmarked against other groups?
Benchmarking does take place. It should be noted that membership is increasing and with it the awareness of the Institute as evidenced by the increase in group memberships. The QAS Student membership pilot has resulted in an increase in student membership and the student transition scheme has resulted in an increase in associate membership. The growth reported to this AGM is the start of an upward trajectory that

has continued into the current financial year. Benchmarking has also occurred against UK partner association, IEMA, whose membership as a percentage of environmental practitioners in the region is very similar to EIANZ's.

- What initiatives for further increasing membership can be expected in the coming year? Membership growth is closely tied to holding marquee events. We have held three marquee events in the past few months and are currently designing the marquee event program for next year. The current membership survey will also inform the way forward to increase membership further.

MEETING CLOSED	TIME 1.51pm AEDT
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