

DRAFT MINUTES

MEETING DATE	26 November 2025	
TIME	1:00pm -2:00pm AEDT	
LOCATION	Via Zoom	
ATTENDEES	Ian Ackland Lisa Adams Daniel Banfai Umberto Baresi Belinda Bastow Evan Boardman Ian Boothroyd Vicki Brady Nicole Brown Shannah Brown Alan Chenoweth Michael Chilcott Rochelle Christian Liz Clarke Nathan Cooper Amanda Cornwall Ben Cotton Caitlin Dalziel Wildaliz De Jesús Arocho Diane Dowdell Bronwyn Dwyer Rob Gell Amanda Good Vanessa Hardy Melissa Harrison Zena Helman David Hogg Nathan's iPhone Bryan Jenkins David Johnson Quek Jun Jie Martin Juniper Paul Keighley	Boniface Kinnear Jack Krohn Rosemary Lavoie Jun Liu Ronie Magcamit Phillipa Marks Neil Marshman Kim McClymont Zoe McLaughlin Simon Molesworth Toni Munro Chris Murphy Andrew Nagle MacLaren North Sally ONeill Kemis Oyiki Maria Pedicini Sophie Powrie Jeff Richardson Diego Rios Kevin Roberts Judith Roper-Lindsay Lachlan Rule Danda Sapkota Elizabeth Stark Russell Tait Kevin Tearney Erica van den Honert Richard Ward Brendyn Williams Michael Williams Olivia Williamson Jon Womersley Simon Young Berryman
ATTENDING BY PROXY	David Gainsford Fiona Gainsford Marion Pennicuik	Richard Sharp Geraldine Squires Lachlan Wilkinson
APOLOGIES	Di Buchan Joanne Flint Warwick Giblin	Jamie Reilly Carel van der Westhuizen
CENTRAL OFFICE STAFF	Kathy Knight Narelle Mewburn Jennie McClements	Jonathon Miller Jessical Villella
MEETING OPENED	1:03pm 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 2024 Annual General Meeting were accepted.

MOTION:	That the draft minutes of the 2024 EIANZ AGM be accepted.			
CARRIED	MOVED:	Simon Molesworth	SECONDED:	Judith Roper Lindsay
	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 2024-25 including:

Membership & Engagement

This year has seen exceptional progress in membership and engagement. We achieved 15% membership growth, reaching 2,511 members – our strongest growth in years. Equally encouraging is the 6% improvement in retention rates, demonstrating that members are staying because they see genuine value in what we offer.

Event participation has been extraordinary. Registrations surged 77% to 9,847 attendees, exceeding our target of 6,100. We successfully delivered four marquee events: the National Biodiversity Offsets Conference, the Impact Assessment Symposium, the Nature Positive Cities Symposium, and our Annual Conference in Sydney. High satisfaction ratings across all event formats – both in-person and online – confirm that attendees are receiving significant value from these major gatherings.

We have also expanded our capability-building initiatives in response to member feedback. We launched a new Community of Practice focused on Nature Positive Cities and introduced ongoing training programmes in three critical areas where members identified needs: artificial intelligence, environmental leadership, and GIS.

Certification & Accreditation

The CEnvP Scheme celebrated its 20th anniversary this year. Established in 2005, it was among the first programmes of its kind globally and is now Australasia's leading certifying body for environmental and social practitioners. The scheme continues to grow, with CEnvP certification increasing 7.4% to 1,353 practitioners and an impressive 97% retention rate – a clear demonstration of the value practitioners place on certification.

Following extensive industry and government consultation, we successfully relaunched our Climate Change Specialist certification, now aligned with frameworks such as TCFD.

A comprehensive compliance audit against ISO/IEC 17024:2012 confirmed our ongoing alignment with international standards. We have also initiated important conversations with multiple jurisdictions about expanding requirements for certified practitioners on high-risk environmental projects.

The Qualification Accreditation Scheme (QAS) achieved significant expansion, with accredited degrees more than doubling from three to eight. The QAS Student Membership programme has been rolled out to all accredited courses, attracting 102 new members and creating a clear pathway from education to professional practice.

Policy & Advocacy

Our policy and advocacy work has been particularly active, with twenty-one policy submissions and statements delivered across key areas including the Nature Repair Market, our Industry White Paper for the Global Nature Positive Summit, and Aotearoa New Zealand's 2035 climate target. We also updated our position statements on Natural Disaster Resilience and Climate Change.

The inaugural Fellows Think Tank brought our most accomplished members together to share expertise and help shape organisational direction. This initiative directly informed our 2025 Industry Election Statement, which was distributed to all federal candidates and generated more than fifty responses and multiple ministerial meetings.

We were invited to closed-door consultations on national environmental law reform, where Carolyn Cameron, Dr Ailsa Kerswell, and Naomi Maxwell represented us in these crucial discussions. We have strengthened relationships with government agencies including DCCEE, planning authorities, and EPAs across the country. This positions us as an authoritative voice in policy development and secured an invitation to send an EIANZ delegation to the Global Nature Positive Summit.

Strategic Partnerships

Our partnerships have expanded significantly. We formalised our partnership with the Australasian Environmental Law Enforcement and Regulators neTwork (AELERT) and strengthened our relationship with the International Union for Conservation of Nature (IUCN) by attending events and co-sponsoring four papers advancing environmental protection. Secretary Fiona Gainsford and Ecology Section Chair Kelly Matthews represented us at the IUCN Oceania Regional Conservation Forum in Fiji.

Partnerships with the International Society of Sustainability Professionals (ISSP) and ISEP, the Institute of Sustainability and Environmental Professionals (formerly the Institute of Environmental Management and Assessment), have created new opportunities for knowledge exchange. Our active partnerships now include:

- International Society of Sustainability Professionals (ISSP)
- Institute of Sustainability and Environmental Professionals (ISEP)
- Secretariat of the Pacific Regional Environment Programme (SPREP)
- International Association for Impact Assessment (IAIA)
- Australasian Land and Groundwater Association (ALGA)
- National Environmental Law Association (NELA)
- New Zealand Association for Impact Assessment (NZAIA)
- Accounting for Nature (AfN)

These partnerships extend our sphere of influence to more than 100,000 practitioners whilst delivering additional value to members. We have appointed a dedicated champion to each partnership to ensure maximum value delivery, with early positive outcomes already evident.

Governance & Systems

Substantial progress has been made in strengthening our internal systems. The SharePoint system rollout has been completed, improving volunteer collaboration and data security whilst professionalising our data management. CRM planning has been completed with vendor

shortlisting finalised, representing a significant investment in systems that will deliver better service and more personalised member experiences.

Stage one of our financial reform has been completed, significantly improving systems efficiency whilst paving the way for greater transparency and responsiveness for volunteers. We have developed a multi-year events calendar through to 2027, providing certainty and strategic planning capability for volunteers and members alike.

We conducted an extensive consultation process to update our Rules of Association. This comprehensive review engaged the membership in modernising our governance framework, with proposed updates presented for member approval today. We have also strengthened our disciplinary committee processes, handling four matters with rigour and fairness, upholding the Code of Ethics which underpins the trust that regulators and industry place in our members.

Communications & Reach

The Australasian Journal of Environmental Management (AJEM) celebrated its 30th anniversary with strong results. Downloads increased 41% to 92,755, and citations rose 36%, with a JCR impact factor of 1.5.

We completed a substantial member survey with 579 respondents, providing unprecedented insight into member needs and priorities that directly informed our strategic direction. I thank all those who responded to that survey. Our social media following grew 13% to 30,983, strengthening our professional community reach, and our email subscriber base remains stable at 10,198 engaged members.

Financial Performance

As the Treasurer will detail in their report, our total revenue reached \$2.58 million, exceeding our \$2.00 million target. We achieved a \$570,000 surplus, driven by member engagement and operational efficiency, not fee increases. This positions us to accelerate strategic initiatives including CRM implementation and expanded professional development. Importantly, this strengthens our capacity to invest in programmes that directly benefit members.

Looking Forward

We will continue implementing our Strategic Plan 2024-27, which provides clear organisational direction and growth opportunities. Planning has commenced for our 40th anniversary celebrations in 2027. Our foundations are strong: governance structures, engagement mechanisms, advocacy capabilities, membership support, and professional development all position us well for what comes next.

Acknowledgements

I wish to acknowledge the many people who make this Institute successful. Our volunteers – hundreds contributing expertise to policy statements, legislative responses, events, certification assessment panels, and governance committees – are the backbone of our organisation. Board members, past and present, have always created strong strategic teams and brought their best along with a healthy sense of humour, making my tenure both personally and professionally rewarding.

The Central Office team deserves special recognition. Your professionalism, dedication, and innovation have been instrumental to our success.

And to all members – this is your Institute. Your engagement drives our success.

Closing

The Institute's future is in excellent hands. Our structures around governance, engagement, advocacy, membership, and professional development position us to meet emerging challenges and seize new opportunities. EIANZ has a key role: to connect and support environmental practitioners to promote a sustainable future.

Thank you for this extraordinary privilege. I wish you all the best for the next chapter, and I look forward to continuing to advance the Institute's mission as a Fellow.

Treasurer's Report

Diane Dowdell FEIANZ presented an overview of the financial performance of the Institute for FY2024-25.

This has been an exceptional year financially. Our results substantially exceeded budget and reflect strong member engagement with EIANZ programs.

Financial Performance Summary

Total revenue reached \$2.58 million, 29% above our budget target of \$2.00 million. We achieved a surplus of \$570,000, and our members' equity now stands at \$2.57 million – a record level and the strongest position in EIANZ history. Total assets have reached \$3.54 million.

Critical Context on the Surplus

The 2024-25 financial year's strong financial performance reflects our deliberate strategy to operate with a planned surplus, enabling strategic investment in programs and infrastructure that serve our members and advance the Institute's mission. Key drivers of this performance included record member participation in our expanded event program, operational efficiency gains from governance reforms, and strong retention rates indicating high member satisfaction.

These funds provide capacity to accelerate strategic initiatives that enhance member value and advance our mission. We are building capability to serve the profession better, and our financial security enables us to progress this program. This enables investment in a new CRM system, enhanced professional development, and infrastructure improvements.

Revenue Performance - Exceeded Budget Across Multiple Streams

The following are key highlights across several areas of revenue within the Institute.

Events represent 54% of total revenue and were the standout performer this year. We experienced a 77% increase in registrations to 9,847 attendees – as you heard, we targeted 6,100. We achieved record attendance at four marquee events, including the National Biodiversity Offsets Conference, and saw exceptional uptake of our substantially expanded webinar program, offered at nominal cost to maximise accessibility. This growth was driven by genuine demand and high-quality programming, not pricing strategies. Credit goes to our Divisions, Special Interest Sections, and Technical Committees for engaging program content, and to Central Office for seamless delivery.

Membership represents 26% of total revenue, approximately \$670,000. We considerably exceeded budget through strong growth to 2,511 members. Improved retention rates suggest members increasingly see tangible value in their membership. This growth was organic – driven by member satisfaction and word-of-mouth, not fee increases.

Certification represents 20% of total revenue, approximately \$520,000. We now have 1,353 CEnvPs, representing 7.4% growth as mentioned earlier. The 97% retention rate demonstrates the value certified practitioners place on maintaining certification. We are seeing sustainable, steady growth, and this revenue supports ongoing scheme improvements and compliance with

ISO/IEC 17024:2012.

Other revenue streams performed strongly as well. Our academic journal, AJEM, outperformed budget through enhanced publishing methods and increased download rates – a 41% increase, as you heard. Sponsorship exceeded projections, with partners recognising the value of engaging with our growing and active membership base. Interest income was well above budget through prudent management of reserves, ensuring our equity works effectively to support our mission.

Important Note on Revenue Diversification

Whilst events grew significantly as a percentage of total revenue to 54%, membership and certification revenues both increased by at least 6% year-on-year in absolute dollar terms. This diversification is strategic and reduces our reliance on any single income source. It maintains accessibility for members whilst building financial resilience. Importantly, we are not shifting away from core membership and certification; rather, we are reflecting on the changes experienced in our profession by expanding overall engagement.

Expenditure Management - Strategic Savings

We achieved significant savings in professional services through more efficient processes for consulting and accounting requirements. A notable achievement was our Digital Transformation Project, where we achieved considerable budget savings by conducting CRM scoping work internally rather than through external consultants. We look forward to rolling out our new CRM in the current financial year. Additional savings reflected improved internal capabilities across the Central Office team and reduced reliance on external support for routine matters.

These savings were strategic, not corner-cutting. They reflect maturing organisational capability and better systems.

Balance Sheet Strength - Foundation for Investment

Members' equity at \$2.57 million provides a strong foundation for new CRM system implementation, which is now underway for rollout early next year. It also supports expanded professional development programs responding to member survey insights, enhanced digital infrastructure and collaboration tools, continued investment in policy and advocacy capacity, and our multi-year events program with certainty for planning.

Financial Reforms Delivered - Stage One Complete

We have completed stage one of our financial reforms, significantly improving systems efficiency. We have centralised financial processes, reducing the burden on Division committees, and achieved greater transparency through improved reporting capabilities. These reforms provide more responsive financial information for decision-making and centralised funds for investment, from which we are already seeing positive returns. This creates a foundation for sustainable growth and better volunteer experience.

What This Means for Member Value

The financial performance demonstrates that member service and long-term sustainability are complementary priorities. Strong engagement – 77% event growth and 15% membership growth – generates resources. These resources enable investment in better systems and programs. Better systems and programs enhance member value. Enhanced value drives retention, which is up 6%, and further growth. This creates a positive cycle.

We are committed to thoughtfully reinvesting surplus into initiatives that directly benefit members and advance the environmental profession.

Prudent Management Approach

We are maintaining appropriate reserves for operational stability whilst investing strategically in infrastructure with long-term benefits, such as our CRM and digital systems. We are supporting expanded programming that responds to member needs, including new marquee events and new training and other CPD offerings. We are building advocacy capacity to strengthen the profession's voice. Importantly, we are not pursuing growth for growth's sake – we are pursuing member value and professional impact.

Financial Statements - Available for Review

The full 2024-25 audited Financial Statements are included in the Annual Report distributed to all members and available on the website, and in the pack supplied for this AGM. Detailed notes provide transparency on accounting policies and significant items. I acknowledge the work of our auditors in the thorough review process and thank the Central Office team for their preparation and financial management throughout the year.

Looking Ahead - 2025-26

The budget for the current financial year has been developed with realistic expectations based on this year's performance. CRM implementation will be a significant investment area. We will continue our focus on diversified revenue whilst maintaining accessibility. Stage two financial reforms are planned to further improve efficiency, in partnership with the Advisory Council. Our strong financial position enables us to plan strategically rather than reactively.

Motion

The Treasurer moved that members acknowledge receipt of EIANZ's 2024-25 Financial Statements.

Members acknowledged receipt of the 2024-25 Financial Statements by a show of hands.

SPECIAL RESOLUTION – RULE AMENDMENTS

Paul Keighley FEIANZ CEnvP, outlined proposed amendments to the Rules of Association and members voted on the special resolution to accept the changes.

MOTION:	<i>That the Rules of Association be amended throughout with wording provided in Attachment A</i> Attachment A – EIANZ Rules of Association - 2025			
CARRIED	IN FAVOUR:	Absolute Majority 98% (54 of 55)	AGAINST:	None

DECLARATION OF BOARD ELECTION RESULTS

The CEO and Returning Officer for the 2025 Board elections confirmed that the election was conducted in accordance with the EIANZ Rules of Association and By-law 6 – Board Elections.

Executive positions

Five Executive positions were open for election this year. Each position received one valid nomination and therefore stood unopposed.

In accordance with the Rules, those nominees were deemed elected.

The elected Executive office bearers are:

- President: Paul Keighley FEIANZ CEnvP
- Vice President (Australia): Fiona Gainsford FEIANZ CEnvP-IA + REAP

- Vice President (New Zealand): Dr Ian Boothroyd FEIANZ CEnvP-ECO
- Secretary: Dr Mark Breiffuss FEIANZ CEnvP-IA
- Treasurer: Dr Diane Dowdell FEIANZ

Ordinary Board Member positions

An election was held for the two Ordinary Board Member positions. Voting was conducted using the preferential voting method, as required under the By-Law. All valid votes have been counted and verified.

The successful candidates are:

- Melanie Bok MEIANZ from RPS Consulting (Gippsland, Victoria)
- Jeff Richardson FEIANZ from EcOz Environmental Consultants (and immediate past President of EIANZ NT Chapter)

The CEO congratulated all elected Board members and thanked all nominees for their participation and contribution. The term of the incoming Board commences at the close of the AGM.

The CEO also thanked outgoing Board members, Melissa Harrison and Vicki Brady, on behalf of the Institute for their service and contribution.

Q & A

The Board answered members' questions on the following topics:

- A suggestion for a Disabilities and Inclusion Committee to assist with event inclusivity and policy to support accessibility.
- Clarification on the numbers quoted for CEnvPs – the 1,353 practitioners quoted does not include alumni, it is the number of current certified practitioners.
- Financial reform Stage 2 planning which will include how best EIANZ can support practitioners
- State breakdown of membership which is included in the Annual Report
- Specialised Certification in Emergency Management

Comments shared by members included:

- Appreciation for the increase in frequency and quality of training offered.
- Praise and thanks for the outgoing President and excitement for the future.

PRESIDENT ELECT INTRODUCTION

President Elect, Paul Keighley FEIANZ CEnvP, thanked the President for her inspirational leadership over the past few years. The Institute has been greatly improved by the President's contributions and looks forward to more to come.

The President elect thanked the President on behalf of the Board and the members.

In closing the President elect expressed his gratitude for the trust members have put in him. The Institute is in a very strong place and has a great team, great members and great CEnvPs. The Institute looks forward to its 40th anniversary and continuing this path of increasing Certification, membership and participation.

MEETING CLOSED

TIME 1.55pm AEDT