



DATE	Wednesday 23 August 2017 5.30pm	VENUE	HopgoodGanim, Level 7, 1 Eagle Street, Brisbane
MEETING TYPE	Annual General Meeting	COPIES	
Chair	Mark Breitfuss	Apologies	Scott Hanna, Howard Briggs, Hugh Lavery, Rebekah Utting
Recorder	Danielle Bolton		

TOPIC	ACTION	WHO
Confirmation of 2015/16 AGM Minutes	The 2016 minutes were endorsed by Alan Chenoweth and seconded by Martin Ross.	Mark Breitfuss
Business arising from previous minutes	There is no business arising from the previous minutes.	
President's Report	<p>Mark gave the President's report and said that it had been a very busy and positive year. He thanked the SEQ Partners – Ecology and Heritage Partners and Pentair for their support. Mark also thanked HopgoodGanim for their continued support in providing venues for events and meetings.</p> <p>Mark noted the highlight of the last year was an excellent 2016 conference in Brisbane. This year's conference will be held in Wellington, New Zealand and all members are encouraged to attend. Mark said we excelled in new technology with the Conference. We had an app that generated interest through an ongoing photo competition. The app did a great job of breaking down barriers, getting people talking to each other, working with each other and showing the great work that we did.</p> <p>We are still the largest Division within the Institute. We previously held 32% of the membership in SEQ however this has dropped down to 28% and is partially a result of growth in other Divisions.</p> <p>Members numbers have been a bit inconsistent with a drop a few years ago that has now become static. At a board and national strategic level, we are having more member focused activities to ensure we have a good membership value proposition for our members. We have seen the same trend in other similar member based organisations.</p> <p>The PD program has again been excellent and full of variety. Our events are critical for keeping the Division financially sustainable. We are formalising the PD Sub Committee and will be looking to getting people who are interested to join us for this great experience. Mark showed a graph with the type of events that have been run throughout Australia in the past 12 months and SEQ had the highest rate of diversity. We continue to have about 50% members and non members attend our event.</p>	Mark Breitfuss

TOPIC	ACTION	WHO
	<p>This year we have also focused on our engagement with Government. This has meant the policy group have been very busy again. There is a lot of new policy being proposed by Government and we are in a position to offer comment as it comes out. Last year we made 4 submissions on a variety of topics.</p> <p>We again had great engagement through the students and early career professionals group with links at all local Universities. It's been good to continue to link with students that are coming out of the Uni. We are very happy to support the UQ Award for the highest student of the Bachelor of Environmental Management (Sustainable Development). The winner for 2016 was Rosanna O'Neill.</p> <p>CEnvP numbers are growing with representation in Queensland being very strong. The Queensland Government are also showing a solid interest in the program. Mark recommended attendees look at the program if they weren't already certified.</p> <p>We are always looking for new ideas to keep the Division fresh. We are not about always doing the same thing. Our representation within the industry is still pretty low and we need to increase this with both membership and CEnvP. It's great that the Division set some KPI's at our strategic planning and we have a very high level of achievement within those KPI's. Mark encouraged everyone to help out as we rely on volunteers and he thanked everyone for their time and sport. Mark thanked all our sponsors who are a large range of organisations that support us both financially and with in-kind support.</p>	
Treasurer's Report	<p>Rebecca reported the Division had income of \$87 447 and expenditure of \$53 233 in the year giving a surplus of \$34 214. This is a massive improvement from the previous year where we had a \$20k expected loss. One of the big contributors to the financial success was the Conference. The conference resulted in a surplus of \$52 917 of which 50% goes to the Division. The other 50% is retained by Central Office. Without the conference – PD worked exceptionally hard to bring us an income of just under the \$41k. Rebecca thanked everyone for attending our events and Olivia for her excellent work and guidance. The Division will be using the Surplus funds to go back into member benefits as we are not about making funds to stay in the bank. The Divisions books are being audited through Central Office and will be presented at the EIANZ AGM.</p> <p>Rebecca noted that the majority of membership income stays at central office and only \$12 per member comes back to the Division which we are grateful for. In the past 12 months, we received \$11k income from partnership and we are thankful for their support. Rebecca also noted that we have reduced our expenditure to cover us in the leaner years.</p>	Rebecca Powlett
Vote of thanks to 2015/16 Committee	<p>Mark thanked the committee for their hard work. They are all volunteers and the donation of their time and support is greatly valued. Mark also thanked Danielle Bolton for her continued long term support as the paid Secretariat.</p>	Mark Breitfuss

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Election of 2017/18 Committee Members	<p>The following member nominations were received and accepted for the 2017/18 Committee</p> <p>President – Mark Breitfuss Vice President (Industry) - Scott Hanna Vice President (Social) Mark Harris Treasurer – Rebecca Powlett PD Chair – Olivia Williamson SECP Chair – Rebekah Utting Policy Chair – Jon Womersley Committee Member – Martin Ross Committee Member – David Carberry</p> <p>Alan Chenoweth will remain as an ex-officio officer as the CEnvP liaison.</p>	Danielle Bolton
General Business <ul style="list-style-type: none"> • Old Government Training Program • Qualification Accreditation Scheme 	<p>Alan gave an update on the program that has been accepted by the Department of Environment and Heritage Protection. We will be producing some training modules for younger staff members to increase their capabilities along the lines of the STEPs process. We are currently working on Stage 1 and 2 of the proposal which is the development stage and the pilot will run in February 2018. It will bring income into the Division and there will be funding to pay for the training time for professionals to deliver the program.</p> <p>Jon gave an update on the Qualification Accreditation Scheme (QAS). Jon said that for 10 years we put our effort into Certification and its now running well, so time to trial another scheme. We are running a pilot program to Accredite degrees in Environmental Science and Environmental Management. We will start with these courses as there are more than 150 courses in Environmental Management and Science and we need to manage the workload. Griffith University have participated in the pilot. Their course has been assessed by a panel comprising of Professor Andrew Millington, Scott Hanna and Julia Callaghan. The course was ranked against the 7 proficiencies detailed in the STEPS program. We are waiting ot hear if the pilot will be accepted and the program launched in full. If it is accepted, we will be looking for people to be on assessment panels.</p>	<p>Alan Chenoweth</p> <p>Jon Womersley</p>
Meeting Close	The meeting was declared closed at 6.15pm	Mark Breitfuss