

IPWEA NZ
32ND ANNUAL GENERAL MEETING
26 June, 2019
AGM Commenced at 4:49pm
Shed 6, Room 1, Queens Wharf, Wellington

Attendees: Samantha Gain (IPWEA NZ President), Peter Higgs (IPWEA NZ), Geoff Marshall (Porirua CC), Roger Oakley (Stantec), William Gray (WSP Opus), Nicola Chisnall (Wellington Water), Grant Holland (Waugh Infrastructure), Colin Munn (Greater Wellington RC), Fiona Vessey (Matamata-Piako DC), Cushla Anich (Morrison Low), David Stewart (WSP Opus), Julie Muir (Central Otago DC), Jeff Marshall, Kathy Dever-Tod (Palmerston Nth CC), Jamie Cox (RSIS), Simon Gough (GHD), Myles Lind (NZTA), Deborah Lind (Harrison Grierson), Erin Moogan (Queenstown Lakes DC), Neil Cook (Rationale), Pam Wilson (Calibre), Jacqui Lighthart (Southland DC), Hartley Hare (Southland DC), Bevan Sandison (Fulton Hogan), Ralph Fouche (Stantec), Ted Anderson (South Waikato DC), Chris French (BECA), Ross Waugh (Waugh Infrastructure), Al Monro (GHD), Priyani de Silva-Currie (Calibre), Gary Porteous (WSP-Opus), Steve Browning (Morrison Low), Matt Russell (Southland DC), Greg Erskine (Southland DC), Ben Balov (IPWEA Aus)

Apologies: Hugh Blake-Manson, Richard Kirby, Gary MacDonald

1. **Welcome to Members and Visitors**

Samantha Gain, IPWEA NZ President, welcomed everyone to the IPWEA NZ Annual General meeting. A special welcome was given to Ben Balov, Acting CEO, IPWEA Australasia.

2. **Apologies**

<p>Resolution: Moved Ted Anderson/Seconded Jamie Cox That the apologies be received. CARRIED</p>
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3. **Minutes**

- a) Minutes of the AGM held 20 June, 2018 in Rotorua
- b) There were no matters arising

<p>Resolution: Moved Al Monro/Seconded Kathy Dever-Tod That the AGM adopts the draft minutes of the IPWEA NZ AGM held in Rotorua on 20 June, 2018. CARRIED</p>
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4. **Memberships**

- a) Obituaries – there was no obituaries
- b) Introduction of New Members:
Samantha Gain welcomed new member, Matt Russell (Southland District Council) to the IPWEA NZ Annual General meeting.

5. Annual Report

- a) IPWEA NZ President's Report – 2018/19
Samantha Gain, President, IPWEA NZ spoke to her report.

Samantha thanked everyone who has supported IPWEA NZ since the last AGM. She provided a special thank you to the Board and staff for their support and guidance in her role as President.

Report was taken as read.

- b) IPWEA NZ Annual Financial Performance Report for Year Ending 31 March 2019
Taken as read.

- c) NAMS Group Limited Chair's Report – 2018/19
Taken as read.

- d) Infrastructure Decision Support (Holding) Limited Chair's Report – 2018/19
Taken as read.

Resolution: Moved Jamie Cox/Seconded Erin Moogan
That the AGM adopts the IPWEA NZ Annual Report for the Year Ending 31 March, 2019.
Notes the NAMS Group Limited Chair's report for 2018/19.
Notes the Infrastructure Decision Support (Holding) Limited Chair's Report for 2018/19.
CARRIED

6. Appointment of Auditors 2019/20

The IPWEA NZ Board recommends to the AGM to re-appoint Moore Stephens as Auditors for the year 2019/20.

Resolution: Moved Ted Anderson/Seconded Chris French
That the AGM re-appoints Moore Stephens as the auditors for the 2019/20 financial year.
CARRIED

7. Proposed Changes to the IPWEA NZ Constitution

- a) Election of President & Vice President (not required to be employed by Local Authorities)

Proposed amendment to Rule 40 to read:

The President, and subject to rule 63 the Secretary and Treasurer (if required) shall, unless they resign earlier, be elected for a two year term. The Vice President shall, unless he/she resigns earlier, be appointed by the Board for a two year term as soon as possible after the AGM (generally at the first Board Meeting after the AGM). ~~Either the President or the Vice President shall be directly employed in a senior position by a local authority.~~

Resolution: Moved Ted Anderson/Seconded Nicola Chisnall
That the AGM supports the amendment to rule 40 of the IPWEA NZ Constitution.
CARRIED

- b) Changes to the IPWEA Rules – Definition of Corporate Membership

Resolution: Moved Al Monro/Seconded Priyani de Silva-Currie
That the AGM receives the IPWEA NZ Board's recommendation that the:
Corporate Membership category should include the same rights as individual members, but also "equivalent" to the number of members within the organisation.
Board is enabled to vary or add membership categories from time to time.
CARRIED

c) Change to Financial Year - 01 April 2019–30 June 2020

Approved at AGM, 2018:

- The financial year of IPWEA NZ would commence on 1 July, with effect from the year commencing for 15 months, through to 20 June 2020.
- To enable the change of financial year, the financial year commencing 1 April 2019 would continue for 15 months, through to 30 June, 2020.

Resolution: Moved Chris French/Seconded Jeff Marshall

That the AGM approves administrative changes to the Rules to enable the change to the financial reporting year.

CARRIED

8. **Special Awards**

Resolution: Moved Priyani de Silva-Currie/Seconded Jamie Cox

That the AGM receives IPWEA NZ Board's recommendation that Pio Terei is appointed an Honorary Member in recognition of his long-term support and commitment to "whanau o IPWEA NZ"

CARRIED

9. **General Business**

There was nothing to report.

10. **Election of Board Members**

Samantha Gain provided the background for the election process.

The President is elected for a 2-year term. There are 6 Board members elected at large for 2-year terms. Through a rotation process, each year, 3 of those Board members complete their terms and an election is held.

Branch chairs are Board members and are elected annually at branch meetings (prior to May).

IPWEA NZ President

Nominations were called for the position of President. Only one nomination was received for Myles Lind. Accordingly, there was no election.

Myles Lind resigns as a Board member. He will be declared President, effective from the conclusion of the AGM.

Board Members (at large)

Myles' resignation means there are now 4 Board members to be selected and one of those will serve out Myles' remaining one-year term.

There were 6 nominations received for the positions. Clause 41 of the rules provide states:

Elected Board Members shall unless they resign earlier be elected for a two year term, with the three longest serving Elected Board Members (as measured from their last date of election) standing down at each Annual General Meeting but being eligible for re-election. If more than three Elected Board Members are elected at an Annual General Meeting then three of those elected shall serve a two year term and the remainder shall serve a one year term. From those elected, the person(s) to serve a one year term will be determined by lot.

This rule directs that the Board member for a one-year term be selected by “lot” and the selection will take place prior to the AGM.

The 4 elected Board members are:

- Matt Russell – 2 year term
- Nicola Chisnall – 2 year term
- Chris French – 2 year term
- Priyani de-Silva Currie – 1 year term

Branch Chairs

The branch chairs that have been elected at branch meetings are:

- Cushla Anich – Northern
- Jamie Cox – East Coast
- Chris French – Wellington Taranaki
- Hugh Blake Manson – Northern South Island
- Erin Moogan – Otago Southland

Resolution: Moved Peter Higgs/Seconded Gary Porteous

That the AGM

Notes the election of Myles Lind as President

Notes the election of Board members for 2-year term

Notes the election of an additional Board member for one year term

Notes the election of Board members through their roles of Branch chair:

Cushla Anich – Northern

Jamie Cox – East Coast

Chris French – Wellington Taranaki

Hugh Blake Manson – Northern South Island

Erin Moogan – Otago Southland

CARRIED

Samantha Gain acknowledged Sarah Sinclair, Northern Branch Chair for her commitment and contribution to the Board and welcomed Cushla Anich as newly elected Northern Branch Chair. She also acknowledged Roger Oakley and Chris Chapman who resigned as IPWEA NZ Board members. Chris Chapman resigned to take up a position with NAMS Canada. Both will not be lost to the organisation and will continue to be involved with IPWEA NZ.

The AGM Closed at 5:30pm.