

Minutes AGM

New Zealand Association of Resource Management

Held via Teams conference call

Monday 25th November 2021

Kolja Schaller

Secretary

Meeting opened at 5.00 pm

In attendance: Bryce McLoughlin, Rob Daunton, Dionne Hartley, David Sluter, Kerry Hudson, Enrique Perez Garcin, Matthew Highway, Nicola McHaffie, Sheree Bay, Peter Manson, Norm Ngapo, Rene Weterings, Abby Miller, Judith Earl-Goulet, Dougal Morrison, Enrique Perez, Bala Tikkisetty, Adrian Brocksopp, Keitha Monson, Duncan Kervell, John Simmons, Ian Power, Andrew Manderson, Christine Harper, Tom Stephens, Kolja Schaller, Murray Pedley, Helen Moodie, Jim Risk, Te Rūma Akoranga, Simon Stokes, Sarah Nolan, Trevor Waikawa, Charlotte Wright, Katherine McCusker, Janet Gregory, Chris Phillips, Peter Nowell, Mark Hollis, Rennie, Hamish, David Sluter, Rebecca Begg, Enrique Perez, Annie Perkins

1. Apologies:

Nicki Davies, Bryan McCavana, Madeline Hall, Chris Tidey

Moved: Bala Tikkisetty

Seconded: Janet Gregory

2. Confirmation of Minutes of 2020 NZARM AGM

Discussion: No matters arising

Recommendation

THAT the New Zealand Report Association of Resource Management receives and confirms the Minutes of the 2020 NZARM AGM.

Moved: Simon Stokes

Seconded: Norm Ngapo

Passed with all in favour

3. President's Annual Report 2021

It is hugely disappointing that we are not having our AGM at our conference for the second year in a row. The theme of the last NZARM conference (Northland 2019) "change at pace and scale" turned out to be a wise insight into the trajectory of the world from that point onwards. The change is coming at pace and at scale and while there is a temptation to hunker down and wait for normality to resume, it is clear that the new normal is change.

This is evident in the natural resources space in New Zealand right now. Some of the foundational pieces of resource management are changing. In particular, the wholesale RMA changes and the Overseer review. While neither is surprising, we have gotten used to working around/within their constraints, it is unsettling as the RMA and Overseer have dictated how many of us at NZARM have worked for our entire careers.

There has been a raft of freshwater and climate change policy discussion documents that have come across many of our desks recently for comment and there is an eagerly awaited biodiversity policy, sitting on the horizon. There are activists on every side, wanting more trees or less trees, more farming or less farming, more rules or less rules, the messages are conflicting. More experienced NZARM members, who helped to usher in these policies, implementation tools, and their predecessors, have found that while change has always been constant it is certainly accelerated right now.

Some of the change goes against the grain of our soil conservation roots. We know that slow change is good change, is permanent change. I liken it to the country having undertaken a large-scale native riparian planting project and we have bitten off a few hundred more km than we should have. It might feel like a rush at the start and a shambles organising plants, and spot spraying and planters but it doesn't have to fail. We know the basics, we can plant well, we can sort out irrigation if we need it. We can follow up over the years and fill in any blanks, we can chuck some poles in to stabilise the corners. It's going to be hard work, but the end product is going to be amazing and as we drive past in the following decades, we will be proudly pointing it out to our families.

We need to be comfortable with change, bring people on board and get on with making it a success. As NZARM members we are the right people to be helping with this. It is our role as resource managers to step up and help achieve stability again by embracing this changing environment.

NZARM itself is going through a period of change and growth, the exec got a clear steer at the previous two AGMs that this was needed to remain relevant. This year has seen some big changes. The appointment of a CEO and investment of savings into this role was a risky move. However, as evidenced in Matt's CEO report, the amount of work we can get done with a dedicated resource is phenomenal and was needed to bring us out of our rut. NZARM has been able to deliver on some of our basic service offerings such as Broadsheet. Matt has also brought about a change in tack for bringing in funding streams through partnership, this additional funding and resource allows us to do more.

Matt's work with our stakeholders, in particular Auckland Council, has enabled the reinvigoration of the Resource Management Certification. This has also been supported by the Land Managers Special Interest Group. I am particularly excited about the new RMC which is described more in the CEO report. Through the RMC NZARM is well placed to help New Zealand achieve the change at scale and pace.

This year we also lost our long-term secretariat service provider Groundwork Associates. Annie and team; we appreciate the hard work you have put into NZARM over the years. We are fortunate to have Annie remaining on as an NZARM member.

Thank you to our NZARM members, both long term and the new recruits. With the new momentum and changes that are happening you can expect to be seeing more value for your membership. If you have any comments or suggestions, please feed them through to me. The executive will also be developing the ways in which members can work alongside the executive, as has happened historically.

A successful planting project is only as good as the crew you have putting the trees in. My fellow NZARM executives are a fantastic crew to work with. The executive are all volunteers and have been really prepared to put in the mahi this year and some long hours. As a result NZARM is moving at pace and scale as well. Thank you team: Kolja, Jim, Kerry, Peter, Richard, Matt, and Sheree. I am really looking forward to having a beer with you all to celebrate the leaps we have taken recently. Special mention must also go to Dougal Morrison and Louise Askin who joined us as part of the 2021 conference committee and have done a stellar job, we look forward to seeing the fruits of their labour in 2022.

Lastly, I would like to thank our valued partners who have come on board to work alongside us in our new Resource Management Partnership Programme. It is great to have so much support for the programme in these early days. I am looking forward to seeing you all at the conference and working with you closely in the future:

- Manaaki Whenua Landcare Research
- Ballance Agri-nutrients
- QCONZ
- Eagle technology
- WSP
- Simon Stokes Consultancy

I will leave you with this whakataukī which speaks of perseverance and not letting obstacles get in the way of our goals. *“Whāia te iti kahurangi, ki te tuohu koe, me he maunga teitei”* (Seek the treasure that you value most dearly, if you bow your head, let it be to a lofty mountain).

Nicola McHaffie

NZARM President

Discussion: Well done to NZARM Exec from Norm Ngapo. Noted full support of NZARMs direction particularly with appointment of CEO. Seconded by Dougal Morrison.

Recommendation

THAT the New Zealand Report Association of Resource Management receives the Presidents Annual Report 2021.

Moved: Nicola McHaffie

Seconded: Dougal Morrison

4. Treasurer's Annual Report for the 2020 financial year

My report addresses the New Zealand Association of Resource Management (NZARM) financial year 1 January 2020 to 31 December 2020 as reviewed by Campbell and Campbell Accounting Consultants and addresses for members' information our current position for the 2021 financial year. The Auditor's Report for 2020 is attached to this Agenda for discussion.

For Members information attached to this Agenda are:

1. The Auditor's report for 2020; this includes the NZARM annual financial statement for 2020
2. Balance Sheet from 1 January to 31 October 2021
3. Profit and Loss statement from 1 January 2020 to 31 October 2021

Income Overview of 2020 financial year

1. Total income at 31.12.20 was \$17,173 (down from \$23,006 in 2019).
2. Income from membership fees totalled \$15,000.
3. Interest from term deposits was \$1,123.
4. Advertising \$1,050.

Income from sources outside of membership continue to provide important alternative income sources, particularly in a year where there is no conference income. The 2020 NZARM conference was not able to be held due to Covid-19 settings, this resulted in a significant reduction in income for the 2020 financial year. Over previous year's, conference profits have been and will continue to be in future years an important income stream for the organisation. Due to the current 2021 Covid-19 situation and the decision to postpone the 2021 Wellington conference until February 2022 will impact income in the 2021 year. We expect next year's Wellington based conference will break even and as an Executive there is the expectation that conferences will at least break even in future years.

Expenditure Overview of 2020 financial year

1. Total expenditure at 31.12.20 was \$25,048 (up from \$21,742 in 2019).
2. Secretariat costs \$6,555.
3. Subscription and cloud services \$1,898.
4. Auditor fees \$1,662.
5. National coordinator services \$11,600

In addition to the above, other areas of expenditure were Broadsheet costs of \$1,080 (plus postage & stationary of \$195) and website related costs of \$1,380, which although significant areas of expenditure continue to offer benefit.

As detailed in the attached Auditors financial review for 2020, the review fees are again similar to the previous year due to the undertaking of a review rather than an audit as undertaken last in the 2015 financial year. This continues to enable significant savings to be maintained within this

expenditure item as compared to audit services which incur a higher cost. To continue to benefit from savings in this area of expenditure a financial review will be undertaken on an annual basis (as per the 2016 AGM motion) with a full audit only undertaken should there be a specific need.

Treasurer's Comments

The 2020 year resulted in an operating deficit (before tax) of \$7,910 as compared to the previous year's operating surplus of \$1,085. The predominant contributing factor to the operating deficit, was no income received from annual conference proceeds, as compared to previous years.

Maintaining the association in a positive overall financial position for 2020 has again been the executive's goal, which sees the association to continue to remain in an overall healthy financial state. With the 2020 deficit the association's closing balance is down on the 2019 closing balance. The 2020 year saw an opening balance of \$123,770, with a closing balance for the 2020 financial year of \$115,860. Surpluses over recent years have allowed for re-investment back into the organisation. Such investment has predominately been in the recent employment of the National co-ordinator, 2020 and the now CEO position 2021.

The executive continues to be mindful of costs over the 2020 and current financial year. Overall expenditure was slightly up on the previous year, largely due to the co-ordinator position with many other items slightly down or similar. Reductions in expenditure were achieved where possible across several items in 2020, such as executive expenses, website costs and secretarial services. In addition, the move towards electronic distribution of the board sheet, has allowed for continued savings in this area associated with printing and postage, which will help off-set the increased cost of editing.

Overall expenditure for the 2020 year was \$25,048 up \$3,306 on the previous year. The overall increase in 2020 expenditure was largely due to the appointment of the National co-ordinator position. Other areas of increased expenditure were related to, regional events and slight increases in subscription and accounting service expenses. The investment into the redevelopment of the website (spread across three years) saw the final payment in the 2020 year, which has provided a more modern and user-friendly offering to NZARM members and management of NZARM resources.

As compared to recent years the single biggest cost is now the National co-ordinator position in the 2020 financial year with secretarial services the other significant area of expenditure. The executive has worked closely with groundworks and the National co-ordinator to ensure costs are managed to a practical level. Since 2008 the secretariat duties have been carried out by Groundwork Associates (Hamilton based), they continue to provide this service in 2020. This involves membership updates, financial assistance to the treasurer, general administrative and secretarial duties to assist the secretary. Secretariat costs have remained steady over recent financial years, typically ranging between \$6,000 and \$10,000, with 2020 again within this range. Differences in costs from year to year are largely due to the work-load Groundwork Associates is asked to perform. While the secretariat provides a valuable service in undertaking many day-to-day activities the executive is mindful of minimising the work-load Groundworks is asked to perform as much as is practical with the 2020 year resulted in slightly lower costs compared to the previous year. Overall, the NZARM Executive believes this area of expenditure continues to be money well spent with up-to-date membership and financial information on hand, allowing the Executive to access real-time financial and membership information, extract financial summaries, while also dealing with day-to-day activities that would otherwise require more administrative time by executive members.

Current membership fees of \$100, (discounted to \$70 for early payment) along with other forms of income have typically provided appropriate finances to cover costs keeping the organisation in a healthy financial state, while providing sufficient finances to cover additional expenses that the organisation has encountered in recent years. This has put the organisation in a position where-by it has had ability to re-invest back into the organisation from reserve funds, principally through the appointment of the National co-ordinator position and now CEO in 2021 to drive future growth of the organisation. As a result, projected revenue for the 2021 year is not forecast to cover costs of the organisation for the current financial year. This is due to, two key areas, the first, again no conference income and the second the appointment of the now CEO position. The deficit for 2021 is not unbudgeted as it has been budgeted to utilise accumulated reserves generated from recent year end profits to fund this position initially in year 1. It should be noted that the objective is for the position to be self-funding in future years from the generation of additional revenue streams. As of November 1st, 2021, the term deposit continues to be maintained at \$45,000 providing an income of \$1,123 (including the business on-line call account) for 2020. With the continuation of low interest and investment rates, a similar level of interest revenue can be expected for the 2021 year.

At present the 2021 year's income remains behind expenditure, but as mentioned a deficit is forecast for year-end 2021. Current membership is around 300 members in total. We currently have around 55 (vs 53 members last year) in fee arrears (November 1st) similar to this time last year, with these members having been notified. It should be noted that subs have continued to come in relatively slowly over the past few years. This requires additional expense and time in sending reminders, with those members un-paid for-going the subscription discount for 2021. NZARM relies on subs to run the organisation, it is therefore important that subs are paid in a timely manner as possible, to ensure administrative costs are managed efficiently as possible. I would again remind all members to take advantage of the subs discount for prompt payment or consider organising automatic payment with the secretariat service, in addition subs can be paid via credit card making for ease of payment.

Systems for membership management are appropriate and we can easily track membership status. It is anticipated that subscription income will be similar to the previous year, with around \$15,000 - \$18,000 expected to be reached for the 2021 financial year.

Jim Risk

NZARM Treasurer

Discussion: Nicola McHaffie thanks Jim for work as NZARM Treasurer and for ongoing support and council on the Exec committee.

Recommendation

That the New Zealand Association of Resource Management receives the Treasurers Annual Report 2020, for the 1 January 2020 to 31 December 2020 financial year.

Moved: Nicola McHaffie

Seconded: Kolja Schaller

Passed with all in favour

5. Auditors Report/Appointment of Auditor

Recommendation:

That the New Zealand Association of Resource Management:

1. Receives the Auditor's Report for 2020 and
2. Elects current Auditor, Mark Campbell, to review NZARM's 2021 accounts.

Moved: Jim Risk

Seconded: Dougal Morrison

Passed with all in favour

6. NZARM CEO Report 2021

This report addresses the New Zealand Association of Resource Management (NZARM), period since appointing Matt Highway as CEO from 1st June 2021 to 1st November 2021.

1. Summary

The CEO position started in June 2021 as a contracted service to Matt Highway from Element Environmental Ltd. The appointment was tasked with: a) bring NZARMs core mechanisms for membership value up to speed, such as the NZARM magazine (broadsheet), the annual conference and the website and b) accelerate longer term value to members through the capability programme (currently called the resource management certificate [RMC]) and increase NZARMs profile through delivery of contracted services.

Through this position, NZARM has secured and delivered on three contracted projects, is building a new RMC system with partners at regional council and MfE, has brought in partners and sponsors, and ensured NZARMs baseline service offering to members has been accomplished through delivery of regular magazines, newsletter and website updates.

2. Introduction

The New Zealand landscape for resource management is rapidly changing. As resource managers we have never been so busy, our skills more in need and the pressure so great.

NZARM was feeling this pressure too. The executive committee were feeling the pressure to support its members through a time of change and uncertainty. The initial attempt to address this challenge was to appoint a coordinator in early 2020 NZARM to support NZARM and grow its value to members.

This part time role was filled for just over 1 year, with the coordinator resigning in April 2021. This provided a vacancy and opportunity for a new position to be filled in June 2021. The executive decided to lift the profile of this role further and for the first time appointed a CEO to represent NZARM and its members. Matt Highway - Director of Element Environmental Ltd was contracted to fill this position.

3. CEO Position Overview June – November

The CEO position was tasked with:

- Growing NZARM membership.
- To deliver on key NZARM activities. Primarily broadsheet, the RMC and 2021 conference.
- Increase contact, engagement, and value for members from NZARM.
- Improve revenue streams to ensure NZARM longevity and relevance.

The contracted service was for \$33,000 in total (\$38,000 incl. GST) from June to December 2021 and was at a negotiated rate of \$100 per hour (a 50% hourly rate discount). Element Environmental Ltd was also contracted to provide professional services on behalf of NZARM, with NZARM to be provided 10% income after taxes.

4. Meeting CEO Targets

A) Growing NZARM membership

NZARM membership has been growing steadily over the last 8 years, with a doubling of membership in the last five years (figure 1). The change over the last year has primarily been from an increase in new members (table 1).

Table 1 - Comparison of new members in 2020 and 2021 during the six-month period May to October (this time period was chosen to coincide with the CEO employment period).

| | |
|--------------------------------------|----|
| New members, May 2019 – October 2020 | 3 |
| New members, May 2020 – October 2021 | 57 |

B) Broadsheet

- Since the CEO role the NZARM Broadsheet is back to being produced at 3 monthly intervals: June, September with the next due in early December.
- The broadsheet is now published and communicated out to members at ~50% of the other quoted contracted services.
- Broadsheet issues are now available via the website: <https://nzarm.org.nz/the-broadsheet-newsletter>

C) Resource Management Certification (RMC), Capability and Capacity Building

- Thanks to a great start from NZARM members led by Norm Ngapo and Paul Greenshields, we have been able to build on our current RMC system and align it with current resource management needs.
- Auckland Council, led by Tom Stephens, Leanna Birch, and Adam Schellhammer have helped NZARM start this programme with updates to a new web-based register of capability.
- An application is in with MfE right now that is designed to build an end-to-end capability and capacity building programme. Once it is in place it will, (without going into too much detail):
 - o Digitize the RMC so users can log on and register through a web-based portal.
 - o Record current membership skills, experience and training and understand current membership better.

- Understands the gaps in capability and resource managers training needs and provide relevant regionally based training.
- Provides support to members through training, career pathway support, mentoring and qualifications
- Regional councils have been very supportive on the programme and have committed over 2000 in-kind hours to support this programme and just over \$160,000 co-funding. This support has been driven through Land Mangers Group led by Grant Cooper.
- We look forward to announcing the full programme in December 2021 and all going to plan, provide training packages in early 2021.

D) 2021 Conference

- Conference this year has been set up by a committee which has been led by the NZARM Executive with Wellington locals Louise Askin and Dougal Morrison. Dougal is leading the charge as the convenor
- The CEO role has been the major administrator for the conference, with a significant amount of the CEO contracted service time being spent on this activity.
- Thanks to the great sponsors of the event, who have provided record support this year and have stuck by NZARM despite a change in dates from November 2021 to 1-3 March 2022.

E) Partnerships

- This year NZARM has initiated a partnership programme. The programme is designed to be mutually beneficial and a true partnership. We are working with our new partners on what this programme looks like in the long term to ensure it is as useful as possible to NZARM and partnership organisations. The details of the programme can be found here: <https://nzarm.org.nz/partnership-programme>
- We are really pleased to have our new partners on board:
 - Manaaki Whenua Landcare Research
 - Ballance Agri-nutrients
 - QCONZ
 - Eagle technology
 - WSP
 - Simon Stokes Consultancy

F) Contracted services

- For the first time ever NZARM has been able to provide contracted services.

- Three projects have been contracted this year, which included coordination of intensive winter grazing and support writing two submissions for council on freshwater farm plans and intensive winter grazing.
- These projects have provided \$3,400 in profit to NZARM over the last four months.

5. Acknowledgement of our hard-working executive team

A huge thank you to NZARM executive members past and present is well and truly due. These volunteers have given up many hours to ensure NZARM is led well. With a CEO position, the president and executive positions require increased decision making, a fast pace and extra workload, so a massive thanks to the current executive for everything that you are doing!

Appointing a CEO for the first time ever required courage. It was a bold move that was made with the core principle of providing the members as much value as possible. Our goals remain to implement the NZARM strategy and provide as much value to members as possible. While the benefit from this bold move will be more apparent to our members in 2022, there is a strong belief that NZARM is on the right track and it is truly exciting times for this special, enduring and long-standing organisation.



Matt Highway

NZARM CEO

Discussion:

Simon Stokes asks question around the drivers and decision making for NZARMs partnership programme. Matt Highway replies that the NZARM strategy document provides the guidance for decision making around Partnerships. Nicola McHaffie notes that minutes/actions are recorded during executive committee meetings and these could be made available to the NZARM membership.

Simon Stokes asks how are partnership funds will be seen in NZARMs bank account? Jim Risk replies that there will be a line item that covers partnerships within the account.

Bala Tikisetty asks Matt Highway about MfE partnership strategy programme and how the process has gone. Matt's reply is that process has been going smoothly and MfE have been very supportive.

Recommendation

THAT the New Zealand Report Association of Resource Management receives CEO Report for 2021.

Moved: Nicola McHaffie

Seconded: Norm Ngapo

Passed with all in favour

7. Secretariat Report

2. Secretary Report

Secretariat summary provided by Sheree Bay

Annie Perkins, and her team from Groundwork Associates, have provided Secretariat services for NZARM for the past eleven years. This role was taken over in late August 2021 by Sheree Bay. It is acknowledged as a small role for NZARM essentially providing a recording functionality across the membership.

Membership Database Summary

| Member Status | Total |
|-------------------------------------|------------|
| Ordinary | 247 |
| Ordinary – RMC | 1 |
| Ordinary - RMC Professional | 13 |
| Ordinary subtotal | 261 |
| Partner Members | 20 |
| Partner Organisations | 6 |
| Honorary (incl. 4 RMC Professional) | 10 |
| Students | 3 |
| Retired | 15 |
| Libraries | 1 |
| Total | 316 |
| Lapsed | 81 |

Lapsed members: 0 members were noted as lapsed at 31/03/2021.

2 members were noted as lapsed at 21/01/2021

Plus 1 additional member noted as lapsed at 23/09/2021

Resigned members: 10 members resigned in the period 1 November 2020 to 31 October 2021.

New members: 64 new members in the period 1 November 2020 to 31 October 2021.

Unpaid members: There are currently 57 members who have unpaid subs for the current year.

Secretariat Activity

Email and mail management

- Usual activity collecting and processing Association mail from PO Box, processing incoming emails.
- Bulk invoicing & emailing annual subscription renewals for 2020-2021 financial year.
- Reminders sent to new members with unpaid subs due.
- Broadsheets sent in September and June 2021.
-

Financial management

- There are currently 57 members who have unpaid subs for the current year. The committee have been given this list and were contacting them.
- Processing bank deposits (incoming via direct credit & credit card).
- Supplier bills: Xero data entry and uploading for monthly payments.
- 2020-2021 annual accounts prepared.

Membership database

- Processing new membership applications, resignations & updating member contact details.

Mailouts

Job advert details: 34 emails sent recruiting for 37 roles

| | | |
|------------|---|-----------------------|
| 11th Nov20 | Land Management Advisor | Northland RC |
| 15th Nov20 | Land Management Advisor | Horizons RC |
| 7th Dec20 | Land Management Advisor | Greater Wellington RC |
| 15th Dec20 | Land Use Consulting Analyst | Forest 360 |
| 15th Dec20 | Land Use Consultant | Forest 360 |
| 15th Dec20 | Operations Manager | Forest 360 |
| 18th Jan21 | Land Manager | Northland RC |
| 25th Jan21 | Catchment Management Officer | Waikato RC |
| 25th Jan21 | Workshops and Works Co-ordinator | Hawkes Bay RC |
| 27th Jan21 | Resource Officer - Land Development | Waikato RC |
| 12th Feb21 | Land Management Advisor - Professional | Horizons RC |
| 23rd Feb21 | Environmental Planner | Ernslaw One Ltd |
| 24th Feb21 | Zone Manager Taupo/Upper Waikato | Waikato RC |
| 24th Feb21 | Senior Catchment Officer Upper Waikato | Waikato RC |
| 24th Feb21 | River Management Office Taupo Upper Waikato | Waikato RC |

| | | |
|-------------|--|------------------------|
| 26th Feb21 | Resource Scientist Land and Soils | Tasman DC |
| 18th Mar21 | Catchment Management Unit Lead | Waikato RC |
| 19th Mar21 | Farm Environmental Management Plan (FEMP) Project Manager | Hawkes Bay RC |
| 19th Apr21 | Kaipara Moana Remediation Programme Pou Tātaki | Auckland Council |
| 10th May21 | River & Catchment Management Officer Coromandel | Waikato RC |
| 12th May21 | Senior Strategist Natural Environment | Auckland Council |
| 14th May21 | Land Management Officer – Hill Country | Taranaki RC |
| 14th May21 | Land Management Officer - Riparian | Taranaki RC |
| 28th May21 | Senior Catchment Management Officer | Waikato RC |
| 31st May21 | Land Management Advisor - Taihape | Horizons RC |
| 7th Jul21 | Environmental Consultant | Allegrow Ltd |
| 12th Jul21 | Consents Officer | Taranaki RC |
| 12th Jul21 | Consents manager | Taranaki RC |
| 21st Jul21 | Catchment Management Officer - Waipa & Central | Waikato RC |
| 22nd Jul21 | Catchment Remediation Advisor(s) 2 roles | Richardson Consultants |
| 23rd Aug21 | Senior Healthy Waters Specialist | Auckland Council |
| 8th Sept21 | Principal & Lead Strategists - Natural Environment - 2 roles | Auckland Council |
| 17th Sept21 | Senior Farm Sustainability Specialist | Balance |
| 26th Oct21 | River Management Officer Taupo /Upper Waikato | Waikato RC |

Discussion

Matt Highway thanks the Groundworks team in particular Annie Perkins for all the work and support for NZARM over the years in the secretariat role. Also welcomes Sheree Bay who has come on as new secretariat.

Recommendation

THAT the New Zealand Report Association of Resource Management receives the Secretary Annual Report 2021.

Moved: Nicola McHaffie

Seconded: Bala TikkiSETTY

Passed with all in favour

8. MOU signing with Manaaki Whenua

This agenda item was redacted from the agenda as MOU not confirmed yet.

Moved: Nicola McHaffie

Seconded: Simon Stokes

9. General Business

Dougal Morrison talks about upcoming conference in Wellington 1-3 March 2022.

Simon Stokes mentions it would be good to get constitution updated with regards to motion passed around co-presidency.

Nicola Mentions options around Conferences and AGM dates for 2022, still a work in progress with NZARM Exec.

AGM meeting closed: 5.55pm

Minutes Author

Kolja Schaller

NZARM Secretary