

25 September 2007

All Members
New Zealand Association of Resource Management

AGM

NOTICE IS HEREBY GIVEN that the Annual General Meeting of the New Zealand Association of Resource Management will be held in the **Palmerston North Convention Centre, Main Street, Palmerston North on Tuesday, 25 September 2007, commencing at 5.00pm.**

T Manderson
Secretary

AGENDA

Apologies

Item 1 Confirmation of Minutes of 2006 AGM

Matters Arising

Item 2 President's Report

Item 3 Treasurer's Report

Item 4 Regional Coordinators Report

Item 5 Auditors Report/Election of Auditor

Item 6 General Business
General Business to include discussion on CPRM, the
NZARM Website and Broadsheet

ITEM 1

25 September 2007

Memorandum to Members New Zealand Association of Resource Management

Confirmation of Minutes – Annual General Meeting 11 October 2005

Minutes of the Annual General Meeting of the New Zealand Association of Resource Management Inc held on Tuesday 11 October at 6.00pm.

Recommendation

THAT the New Zealand Association of Resource Management

take as read and receive the minutes of the Annual General Meeting of the NZ Association of Resource Management Inc held on Tuesday, 21 November 2006, at 5.30pm.

T Manderson
Secretary

Minutes

Annual General Meeting of the New Zealand Association of Resource Management held in the **University of Canterbury, Christchurch on Tuesday, 21 November 2006, commencing at 5.30pm.**

PRESENT

24 Members
5 Executive Committee Members

**ITEM 1 - Confirmation of Minutes –
Annual General Meeting 11 October 2005**

Minutes of the Annual General Meeting of the New Zealand Association of Resource Management Inc held on Monday 11 October at 6.00pm.

Resolved

THAT the New Zealand Association of Resource Management

1. accepts the minutes of the Annual General Meeting of the NZ Association of Resource Management Inc held on Monday 11 October at 6.00pm.

Phillips/Stokes

ITEM 2 - Annual Report of the President

The Annual Report of the President, Chris Phillips, was provided for members' information.

Resolved

THAT the New Zealand Association of Resource Management

1. accepts the President's Annual Report for the year 2005

Phillips/Ngapo

ITEM 3 - Annual Report of Treasurer

The Annual Report of the Treasurer for the 1 January 2005 to 31 December 2005 financial year was attached.

Resolved

THAT the New Zealand Association of Resource Management:

1. accepts the Treasurer's Annual Report for the 1 January 2005 to 31 December 2005 year.

Stokes/Phillips

ITEM 4 - Regional Coordinators Annual Report

Glen Sutton provided the Regional Coordinators Report for 2005 for members' information.

Resolved

THAT the New Zealand Association of Resource Management:

1. accepts the Annual Report of the Regional Coordinator for 2005

Sutton/Whale

ITEM 5 – Audit of Annual Accounts

Resolved

THAT the New Zealand Association of Resource Management:

1. accepts the Annual Audit for the year ending 2005.
2. instructs the executive committee to appoint a suitable auditor for 2006 if Angela McDonald unable to undertake the audit

Manderson/Ngapo

ITEM 6 – Election of Officers – NZARM Executive Committee

As notes single nominations were received for the positions of President, Secretary, Treasurer and Ordinary Committee Member. Accordingly no election was deemed necessary.

C Phillips thanked the outgoing committee members, Alan Campbell and Glen Sutton. S Stokes also thanked A Campbell and presented with a gift on behalf of NZARM.

Resolved

THAT the New Zealand Association of Resource Management:

1. confirmed the election of President – Simon Stokes, Secretary – Tabitha Manderson, Treasurer – Murray Harris, and Committee Member – Shelley Washington
2. Noted the automatic election of Chris Phillips as Immediate Past President

Phillips/Whale

ITEM 7 - General Business

S Stokes noted he was proud to be elected President and would endeavour to do the best he could in the position. He went on to say that as members people should strive to be on the executive committee and obtain CPRM. While the focus has traditionally been on conference, he would like to take NZARM back into local government as a training arm. He noted that the executive committee would likely be enlarged through co-opting of additional members.

J Whale thanked the outgoing Broadsheet editor, C Phillips, for his work over the years.

There being no further business the Chairperson declared the meeting closed at 5.50pm.

**Confirmed
Chairperson:**

Date:

ITEM 2

25 September 2006

Memorandum to Members New Zealand Association of Resource Management

Annual Report of the President

The Annual Report of the President, Simon Stokes, is provided for members' information.

Recommendation

THAT the New Zealand Association of Resource Management

2. receive the President's Annual Report for the year 2006

T Manderson
Secretary

President's Annual Report, 2005

Presidents Annual Report 2006-07

Welcome to Palmerston North for the 54th annual conference and AGM. The association's thanks are extended to Tabitha Manderson and her team in putting this year's programme together for the conference.

Since the 2006 AGM and officer elections, the new Executive has been bedding itself in, with the newly elected members coming to grips with executive duties. Shelley Washington has taken on the national coordination of the Regional Coordinators, Murray Harris is treasurer, and we were also pleased that Ross Abercrombie, Norm Ngapo, and John Whale accepted to be co-opted onto the Exec team. Tabitha Manderson continues to be pivotal as our secretary and secretariat, providing the services that we need to carry out our administrative functions. Chris Phillips provides his experience as immediate past president. All of the team have been working hard this year.

The Executive has been working through the perennial issues – conference, membership, CPRM, regional meetings and funding support, broadsheet, and finances. The finances are very healthy with the term deposits increasing to a total \$60,000. We also made a very generous profit of \$10,000 from the Christchurch conference, which has given the current account a healthy look. We will reassess our investments after this conference and potentially increase the term deposits.

Andrew Manderson (Broadsheet editor) has completed a wonderful change to the format and contents of the Broadsheet magazine. The work he has done is excellent and there has been plenty of supportive feedback. The cost of this change is slightly higher annually but the Exec sees it is beneficial. Long term we will be looking to secure the new Broadsheet process so that it can be handed onto another editor with ease.

It has been a relatively quiet year in terms of regional meetings or events part funded by NZARM. There are three regional gatherings planned for 2007-08, in Timaru (post conference get together for south island members), Rotorua (forest conversions and environmental effects – Oct 19), and Napier (Understanding Carbon and carbon credit options – also pre xmas). We look forward to those meetings getting up and running. In addition to that the Exec are looking for ways to publicise the association and potentially fund some opportunities. Two projects in particular should have some form of NZARM involvement, particularly with workshops – the LUC Handbook update and Visual Soil Assessment guides v2. It would be great to see members looking to NZARM for funding support for training or workshop initiatives around NZ, not just for members but for non-members also.

CPRM still remains an issue. Having improved the administrative process, and prepared for a hard sell on members, the structure of the certificate and its sister CpaG became an issue in Australia. Alan Campbell is our representative on the approval board and he is managing this problem. Essentially the Exec is waiting for the NZIAS to confirm its position on taking over the license from the Australians, and that seems likely. If they do, then there is no impediment to us continuing with CPRM. However, for all our efforts we currently have only 11(?) members with an up to date certificate. CPRM will again be a topic for discussion at the AGM and through a membership review of NZARM in 2007-08.

Special mention must be made of Chris Phillips, who is our current immediate past president. Chris has been on or near the executive for all of my time (since 2000) and many years prior. Many of you will know that he also was editor of Broadsheet for at least 15 years. As incoming president in 2006, I neglected to thank Chris for the work he did as president. Chris has put a large amount of voluntary time in over the years and I know he supports NZARM very strongly. I know this, because a lot of people contact me about NZARM after having talked to him. His presidency helped turn the corner for NZARM to enter a slightly different resource management world. He is also a tireless 'thinker' in relation to NZARM, what it means to members, what it should do, and what is the future. It is all these things that make him so very important to the association and I thank him very much for his participation.

NZARM is a strong organisation. The fact that we are continually looking for ways to improve is a healthy sign. However I do think we are on the cusp of providing opportunities for members that will provide them with further reason to belong. NZ is short on experienced, professional resource practitioners and the government wants to see that change – its called 'capacity building'. Over the next couple of years I intend to continue to ask the Exec, and members, to look at ways of improving our association's presence and brand, as the foremost professional resource management group in NZ. This may result in a 5 to 10 year strategy. This will allow us to retain and potentially expand membership, and build and support the capacity of members. In doing that, there should be opportunities for members, particularly holding CPRM, to be recognised and capable of being part of this process.

Overall, the Exec will maintain its focus on finances, conferences, membership, broadsheet and the website, training and workshops, and look for further opportunities to enhance the brand.

Thanks to one and all for being an NZARM member and I hope you all have an enjoyable conference and later this year an excellent summer break.

Simon Stokes
President
25 September 2007

ITEM 3

25 September 2007

Memorandum to Members New Zealand Association of Resource Management

Annual Report of Treasurer

The attached Annual Report of the Treasurer for the 1 January 2006 to 31 December 2007 financial year.

Recommendation

THAT the New Zealand Association of Resource Management:

2. receive the Treasurer's Annual Report for the 1 January 2006 to 31 December 2006 year.

T Manderson
Secretary

Memorandum

To: All Members, New Zealand Association of Resource Management Inc.

From: Treasurer, M Harris

File: NZARM

Date: 25 September 2007

Annual Treasurer's Report

1. This report addresses the financial year 1 January 2006 to 31 December 2006 as audited elsewhere in this Agenda, and also addresses for members' information, our current position for the 2006 financial year.

Income

2. Total income at 31.12.06 was \$24,072.42.
3. Income from membership fees totalled \$10,840.
4. Interest from term deposits was \$3005.08. The Association has \$60,000 held in 4 separate 90 day term deposits at the TSB.
5. Income from the Conference account was \$9,935.22
6. Miscellaneous Income was 292.12

Expenditure

6. Expenditure totalled \$29,352.53.

Treasurer's Comments

7. The Association remains in a healthy financial state. An opening balance of \$64,775.30 (including investments) was carried forward from the financial year ended December 2005, increasing to a closing balance at year end (31.12.06) of \$59,495.19.

Current budgeting considers membership steady at 230-240 members but with honorary and retired members an anticipated subscription income of around \$10,000 again for the 2007 year.

It should be noted that the total expenditure includes the \$15,000 that was transferred into an additional investment.

Recommendation:

That the Treasurer's report for 2006 be received.

M Harris

Treasurer

ITEM 4

25 September 2007

Memorandum to Members
New Zealand Association of Resource Management

Regional Coordinators Annual Report

Glen Sutton has provided the attached Regional Coordinators Report for 2006 for members' information.

Recommendation

THAT the New Zealand Association of Resource Management:

- 1 receive the Annual Report of the Regional Coordinator for 2006

T Manderson
Secretary

Regional Coordinators Report
Submitted to AGM 21 November 2006

There have been a few changes this year with three of our team departing for new frontiers: Bala Tikkisetty (Southland), Simon Stokes (Hawke's Bay), and Gwyn Morgan (Auckland).

The current team is now:

Southland	Jim Risk
Otago	Nicola McGrouther
Canterbury	Judith Earl-Goulet
Nelson & Tasman	Mary-Anne Baker
Marlborough	Paul Williams
West Coast	Shelley Washington
Wellington	Dave Cameron
Taranaki	Don Shearman
Manawatu-Wanganui	Malcolm Todd
Hawke's Bay	Peter Manson
Gisborne	Peter Fantham
Waikato	Tane Desmond
Auckland	Rob Hughes
Northland	Bob Cathcart
Bay of Plenty	John Whale

This year we have not had many regional meetings. This is something the Executive Committee, myself and NZARM members will be focusing on for the coming year.

There are two regional meetings coming up.

On October 19th, near Pataruru there will be a Forest Conversions and Environmental Effects meeting hosted by Environment Waikato. This may also involve VSA and an update on what's happening within the hydrolakes catchment. Members can contact Ross Abercrombie for further information.

Judith Earl-Goulet and Nicola McGrouther are planning an NZARM event in November that will join with Otago and also invite other regions. This event may have an overview of the conference, and a network and discussion regarding what members want to do in Canterbury over the next couple of years. It will probably be a daytime event in Timaru.

Thanks to all the regional coordinators for their efforts this year.

Shelley Washington
NZARM National Regional Coordinator

ITEM 5

25 September 2007

Memorandum to Members
New Zealand Association of Resource Management

Audit Report, Election of Auditor

1. The draft audit report is attached, the elected auditor was unable to finalise the audit prior to the AGM.
2. Item 14.4 of the Constitution states “*An auditor must be elected by members at each Annual General Meeting, for the following year*”.
3. Nominations for an auditor for the 2007 annual report are called for.

Recommendation

THAT the New Zealand Association of Resource Management:

3. receive the draft Annual Audit for the year ending 2006.
4. instructs the executive committee to find a suitable auditor for the 2007 accounts

T Manderson
Secretary

**New Zealand Association of Resource Management
Incorporated**

**Statement of Financial Performance
For the Year Ended 31 December 2006**

	2006	2005
Income		
Subscriptions & Certificate Fees	10,840.00	14,320.00
Interest	3,297.20	2,945.38
Conference account	9,935.22	5,600.84
Soil Conservation Handbook	-	-
Other	-	65.00
Total Income	24,072.42	22,931.22
Expenditure		
McCaskill Award	-	-
Administration	4,090.71	3,444.53
Executive Meetings	2,480.23	2,227.89
Broadsheet	1,437.60	2,068.58
Miscellaneous	15,275.98	1,067.43
Regional Meetings	4,068.01	500.00
Conferences	2,000.00	6,500.00
Total Expenditure	29,352.53	15,808.43
Operating Surplus/(Deficit)	- 5,280.11	7,122.79

**Statement of Movements in Equity
For the Year Ended 31 December 2006**

Opening balance	64,775.30	57,652.51
Operating Surplus/(Deficit)	- 5,280.11	7,122.79
Closing balance	59,495.19	64,775.30

**Statement of Financial Position
As as 31 December 2006**

Current Assets

Bank	7,670.19	12,950.30
Term Deposits	60,000.00	45,000.00
Debtors	6,900.00	6,825.00
Total Current Assets	74,570.19	64,775.30

Less Current Liabilities

Sundry Creditors	-	-
Total Current Liabilities	-	-

Working Capital	74,570.19	64,775.30
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Represented by:
Equity

Retained Earnings	59,495.19	64,775.30
Total Equity	59,495.19	64,775.30

These statements should be read in conjunction with the statement of accounting policies.

ITEM 6

General Business

General Business

General Business to include discussion on CPRM, the
NZARM Website and Broadsheet