

Subject LCANZ – AGM 2023

Venue In Person at Mott MacDonald, L2 Boardroom Mason Bros. Building Level, 2/139 Pakenham Street West, Auckland CBD, Auckland 1010
Online Zoom Meeting

Date of Meeting 2.40pm, 14 September 2023

Present (in-person and on-line) William Allouch, Kaveh Andisheh, Sam Archer, Cameron Arvidson, Alice Bui, Louise Bullen, Nick Carman,,Sophie Ciurlionis, Nick Collins, Jane Cuming, Aflah Dani, Ferran de Miguel Mercader, Dave Dowdell, Joanne Duncan, Thomas Elliot, Alistair Fleming, Paul Harrison, Stuart Hayman, Ralf Kessel, Lina Maria Ladron de Guevara Rangel, Andree Lalonde, Shreyasi Majumdar, John McArthur, Kelly McClean, Sarah McLaren, AJay Morris, Mitali Nautiyal, Steve Nicholls, Eduardo Penna, Isabella Pincelli, Sateesh Kumar Pisini, Joe Quad, Ingo Ratsdorf, Kimberly Robertson, Amir Shad Mohammadi, Sarah Shallcross, Katie Symons, Nicola Tagiston, Abbas Tamadon, Swetha Thammadi, Emily Townsend, Jeff Vickers, Lindsay Wood

<p>Description</p> <p>Welcome by Emily</p> <p>There is not a recording of the AGM and panel discussion session available, the slide deck for the AGM section, not the presentation, is available on the website.</p> <p>Slides link is below:</p> <p>https://lcanz.org.nz/wp/wp-content/uploads/2023/09/AGM-2023-Slide-Deck-for-Website.pdf</p>
<p>2022 matters</p> <p>Minutes of the 2022 AGM have been circulated to all members and the motion: <i>The 2022 AGM minutes attached to this email are a true and correct record of the 2022 AGM meeting.</i> Has been moved by Emily and seconded by John. Carried.</p> <p>Minutes accepted</p>
<p>2023 matters</p> <p>President’s report</p> <p>The President Emily Townsend provided an update on LCANZ events and news over the past year, covering: (See slides attached or on the website)</p> <ul style="list-style-type: none"> - Growing Interest & Activity: It’s been really pleasing to see an increased emphasis and awareness of LCA in New Zealand, which is coming through in our membership numbers (Slide 1) - Increased Publication and Communication: Our growing membership is also translating to increased publication and communication of LCAs: We’ve seen an LCA of farmed salmon, a carbon footprint of trawled fish, and an LCA of avocados - coming out of Shreyasi’s PhD.

Description

Vodafone also published a comparative study, looking at the impact of flexible working. (Slide 2)

- John will talk more about the overall performance of EPD Australasia, but it's great to note that New Zealand now has 48 EPDs registered by 37 companies. (Slide 2)
- We also have an Australasian voice at the International EPD Conference that's happening this week, with Noa Meron from thinkstep-anz presenting. (Slide 2)
- **Summit 2023:** We had another fantastic summit this year, with a focus on enabling the circular economy through LCA. As usual for our summits, our first session provided an introduction to the concepts and got people thinking, while the second session provided real-life examples through industry case studies. If you missed it, there's a great summary of the summit, and copies of the presentations, on the LCA NZ website (Slide 3) <https://lcanz.org.nz/2023/05/08/enabling-the-circular-economy-through-lca-review-of-the-2023-lcanz-summit/> **Summit 2023**
- **ALCAS Conference in Australia:** We had strong LCA NZ representation at the ALCAS conference in July. As well as some fascinating presentations from LCA NZ members, there were plenty of interesting speakers from Australia, Indonesia, Japan, America, and Europe. It was a great opportunity to meet LCA practitioners from both sides of the Tasman (Slide 4)
- **LCA NZ Content:** We were absolutely delighted to share our first local content in the latest newsletter, with two member profiles. Many thanks to BBA for the content, and to Ferran for his design wizardry! We look forward to bringing you more member profiles and case studies in the coming year. Please get in touch if you would be keen to be profiled! (Slide 5)
- **Member Logos:** We were excited to introduce member logos last year and have an updated set for 2023-24. These logos are designed for our members to proudly show off their membership – in email footers, on websites, and in promotional materials. We have two logo formats to support different uses. The logo is dated and a new logo will be supplied to members each year, upon payment of membership dues – so hopefully you have all got yours by now! (Slide 6)

A huge round of thanks to the entire LCA NZ committee, for their work in keeping everything running and for all the work that goes on behind the scenes to support our members, update the website, create our newsletters, and organise events.

- I'd like to highlight a couple of people in particular.
- Jo who stepped up as secretary four years ago – and has been a great support through that time. Like me, Jo has reached the end of her permitted term as a committee officer, although she'll be staying on the committee to share her wisdom.
- AJay is standing down this year due to increased commitments with her family business. AJay volunteered to join the committee while attending her first ever LCA NZ event. In the four years' since, she's introduced new members and committee members, helped to organise and facilitate three fantastic summits, and introduced us to the Sustainable Food Collective who have again supplied the nibbles for today. She's been an active and engaged committee member, bringing in fresh thinking.
- Thank you both and thank you all.

AJay moved to accept President's Report and Ferran seconded. Carried.

Description

Financial report

The Treasurer John McArthur presented the Treasurer's Report and the Financial Statements for the year ending 31 May 2023.

- Increase in income from subscriptions.
- Increase in conference income and expenses with the Summit being able to be held this year.
- LCACP activity includes administration of the LCACP exam application process
- So we have a surplus of a little over \$11,000 and that added to the equity leaves us with \$66,000 in the bank. \$60,000 has been put on term deposit.

John moved that the Statement of Financial Accounts for the year ended 31 May 2023 be accepted, Emily seconded. Carried.

- Membership status – membership grew in the financial year to 38 corporate 25 individual and 8 students.
- Ajay thanked John for his contribution to the committee.

A copy of the Treasurer's report and the Statement of Financial Accounts are available on the LCA NZ website.

BPWG

For more detail please refer to the slides on the LCA NZ website

In brief Kelly updated the current situation:

- Committee purpose reviewed: ***To provide best practice guidance for users of life cycle thinking in Aotearoa New Zealand***
- Kelly McLean and Kimberley Robertson are now co-chairs. There are 6 core members and 3 new members.
- There is a commitment to have quarterly meetings, to support guidance in best practice and make submissions to government consultations. The next meeting is in October.
- The committee is undergoing a reset, wanting to be outward looking and have a wider representation from corporate, government, designers and LCA practitioners.
Please reach out to Kimberly or Kelly if interested in contributing to BPWG as a corporate, academic, government or design user representative.
kimberly.robertson@thinkstep-anz.com
k.r.olatunji@gmail.com
- A work plan is being developed. Input from members is welcome, please contact the co-chairs. The scoping of educational pathways over the next 12 months is included in the plan.
- The LCACP exam is now online. LCACP subcommittee is represented by Gaya. Practitioner prerequisites are now tougher, require a background in LCA through academia or work experience. Fee structure has also changed, LCA NZ members are the same as the ACLCA members. See <https://lcanz.org.nz/experts/certification/>
- NZ Life Cycle Inventory as in datasets, particularly NZ relevant data, is a long-standing issue. Feedback is needed on whether we create a specific working group and whether LCA NZ funding is used to facilitate it. See questions discussed in the General Business Section.

Description

EPD Australasia Update

For more detail please refer to the slides on the LCA NZ website

John provided a summary of EPD Australasia's role as a formal programme operator and publisher of Environmental Product Declarations.

- The company is owned 50-50 between LCA NZ and ALCAS. Established in November 2014.
- Governance and management
 - Board of six Directors, 3 appointed by LCA NZ, 3 by ALCAS
 - One Programme Manager (contract)
 - One Advocacy and Marketing Director (contract)
 - One Technical Advisor (contract)
 - Technical Advisory Group (TAG) (7 expert members)
- Licenced to international EPD system of Sweden

Discussion Topics: See slide details.

- EPD growth in Australasia is still steadily growing. We now have 91 member organisations (19 new) and a total of 221 (52 new) EPDs.
- The fee structure has been simplified to an initial set-up fee and annual membership, with no costs for individual EPDs. This removes the previous cost per-EPD, reducing the burden to EPD creation and encouraging development of specific EPDs across a member's full product range.
- Financial performance. See slide for details. Surplus this financial year is \$34,249 and Equity \$214,644
- EPDs by product category – mostly for concrete and concrete elements and other building products.
- Digitisation of EPDs discussed as costing much time and effort and needs robust funding

Future opportunities

- Getting manufacturers of other industry groups such as appliances, food and clothing to do LCAs and then EPDs for their products. The construction industry finds EPDs an advantage. Suggest this would be helpful for food products.
- Digitisation of big data – the imagining of dialling up the product selection for your project and getting an instantaneous evaluation of comparative environmental impacts.
- Transitioning from human eyes, human brains assessing PDF EPDs, to IT Apps reviewing EPD datasets to identify best products.
- The challenge of designing the database and human interfaces to suit the bulk of millions of EPDs.
- Keeping pace with Europe, USA, international trends. LCA and EPD tools, interface with BIM and other assembly apps.

Questions:

- Lindsay asked about the cash available and how it is to be used. Response is there is a need to stay in a robust financial position because of the costs and risks in digitisation. Emily mentioned funding can be intensive for tools – for example \$100,000

Description

Mentoring Programme

The Committee is pleased to be announcing that the LCA NZ Mentoring Programme will be launched this year. This was initiated by Barbara, with input from the Committee.

The programme will match up mentee applicants with mentors with experience in the areas the mentee is interested in – focusing on LCA. It will include 10 one-hour sessions over 10 months.

Themes can include:

- Starting a career focusing on LCA
- Setting up an in-house LCA team
- Career development
- Post-graduate student support (high level only)

LCA NZ role is to

- Develop mentor criteria,
- provide list of mentors
- Review and select mentee submissions
- Facilitate matching process
- Pay mentor (nominal fee per hour + free summit ticket)
- Monitor effectiveness
- Facilitate quarterly group discussions + LinkedIn group

We expect to limit the programme to 10 mentor-mentee pairs in the first year, and to assess how that goes. We'll share more information soon to launch this programme.

Committee Nominations and Elections

Due to the two-year rotation the following members were not up for election:

- Rahul Chopra (to 2024)
- Joanne Duncan (to 2024, Secretary to 2023)
- Shreyasi Majumdar (to 2024)
- Kelly McLean (to 2024)
- Ferran de Miguel Mercader (to 2024)

Due to the two-year rotation the following members are up for election:

- Emily Townsend (to 2023, President to 2023)
- Barbara Nebel (2023)
- AJay Morris (2023)
- John McArthur (2023, Treasurer to 2024)

Ajay decided to step down from the committee. Emily, Barbara and John agreed to stand again for election on to the committee. There were 2 nominations received in accordance with the rules of the society, LCA NZ members Sateesh Kumar Pisini and Noa Meron. Therefore, we had a contested election and LCA NZ members were asked to vote via email to fill the 4 vacancies by 5pm Wednesday 13th September.

Results. Emily, Barbara, John and Sateesh Kumar Pisini were voted on the committee.

Description

Acknowledgements.

General Business

- Question from Lindsay Wood regarding recognising biogenic carbon.
 - Some timber companies moving away from FSC scheme due to the certification cost. FSC guarantee tree to be replaced so carbon stored in the next cycle.
 - Lindsay suggests developing an NZ scheme for recognition of biogenic carbon. Proof needed that deforestation is not an issue.
 - BPWG explained that this has been tackled previously, for timber EPDs, and agreement to take the conversation offline with the BPWG, Lindsay, and Jane Cuming (WPMA)
- Further information on Life Cycle Inventory topic requested by several attendees:
 - Expensive to create and maintain datasets.
 - Australia's AusLCI is based on ecoinvent, so users should have a licence for that.
 - NZ specific data would be very useful (Ferran).
 - BRANZ datasets are at impact level kg CO₂e.
 - EPD digitisation could help with inventory development, although also at impact level, however more EPDs in some areas, such as construction industry and not so many in agriculture, which is probably where there is more need.
 - Suggestion (Tom) for LCA NZ to work with ecoinvent to mitigate costs

Meeting closed 3.45 pm by Emily.

The undersigned affirms that this is a true and correct record of the meeting:

Signed:



Date: 29/09/2023