

<b>Subject</b>	LCANZ – AGM 2024
<b>Venue</b>	In Person at Mott MacDonald, L2 Boardroom Mason Bros. Building Level, 2/139 Pakenham Street West, Auckland CBD, Auckland 1010 Online Zoom Meeting
<b>Date of Meeting</b>	3:00pm, 14 September 2023
<b>Present (in-person and on-line)</b>	Sophie Ciurlionis, Kelly McClean, Emily Townsend, Stuart Hayman, John McArthur, Alistair Fleming, Barbara Nebel, Lindsay Wood, Jen Lavoie, Marie-Salomé Duval-Chanéac, Maddy Furness, Zara Baladour, AJay Morris, Lewis Foster, Ray Mahon, Israel MacDonald, Neil Watson, Tim Kleier, Kristen Baxter, Jéssika Carvalho, Brad Lawson, Nick Carman, Ferran de Miguel Mercader, Steve Nicolls, Jeff Vickers, John McArthur, Fiona Williams, Desiree Keown, Gustavo Morega, Tayla Lindsay, William Allouche, Gerasimos Christoforatos, Nick Collins, Aflah Dani, Zoe Delano, Karlana Dunn, Sarah Shallcross, David Maucor, Evzen Novak, Eduardo Penna
<b>Apologies</b>	Joanne Duncan, Liz Root

Description
<p>Welcome by Barbara Nebel, chair</p> <p>Opening karakia and housekeeping by Sophie Ciurlionis</p> <p>There is a recording of the AGM and panel discussion session, the slide deck for the AGM section, not the presentation, is available on the website.</p>
<p><b>2023 matters</b></p> <p>Minutes of the 2023 AGM have been circulated to all members and the motion: <i>The 2023 AGM minutes attached to this email are a true and correct record of the 2023 AGM meeting.</i> Has been moved by John McArthur and seconded by Emily Townsend. Carried.</p> <p><b>Minutes accepted</b></p>
<p><b>2024 matters</b></p> <p><b>President's report</b></p> <p>The President Barbara Nebel 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"> <li>- 2024 was Summit successful, is there interest in a full day programme?</li> <li>- More profiles developed this year, with more wanted. Important to ensure we can tell the story of organisations and members being profiled. This year Massey University and Kelly McClean were profiled</li> </ul>

**Description**

- LCA NZ celebrated 15 years – highlights include 8 conferences and a webinar series during covid, submissions, launched EPD Australasia, certification programme and mentorship programme launch in 2024
- Thank you to 2024 committee.dd.

Please email [secretary@lcanz.org.nz](mailto:secretary@lcanz.org.nz) if you are interested in presenting at the 2025 summit or being profiled by LCA NZ.

Emily Townsend moved to accept President’s Report and Nick Collins seconded. Carried.

**Financial and membership report**

The Treasurer John McArthur presented the Treasurer’s Report and the Financial Statements for the year ending 31 May 2024.

- \$25,187 in income, \$17,071 expenses.
- LCACP activity includes administration of the LCACP exam application process
- We have a surplus of \$6,957 in 2024 including term deposit income
- \$73,361 asset position - \$11,010 cheque account, \$62,351 term deposit

John moved that the Statement of Financial Accounts for the year ended 31 May 2024 be accepted, Barbara Nebel seconded. Carried.

Current financial account status as of 6<sup>th</sup> Sept 2024 - \$21,723 check account, term deposit \$62,972 Healthy cash and term deposit position for reinvestment in LCA NZ.

As membership officer, John discussed updates as below:

- Membership status – membership relatively stable in the financial year - 36 corporate (58 corporate associates) 24 individual and 12 students.
- Mailchimp circulation currently 289

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

Discussion/questions:

- Surplus includes approx half from term deposit income
- Outgoings for events include summit (income generating) and AGM (No income generated)
- Change in membership numbers

## Description

### Committee Nominations and Elections

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

- Barbara Nebel (to 2024)
- John McArthur (to 2025, Treasurer to 2024)
- Emily Townsend (to 2025)

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

- Joanne Duncan (to 2024, acting Secretary)
- Shreyasi Majumdar (to 2024)
- Kelly McClean (to 2024)
- Ferran de Miguel Mercader (to 2024)

Shreyasi, Kelly and Ferran decided to step down from the committee. Jo agreed to stand again for election on to the committee. There were 9 nominations received in accordance with the rules of the society, LCA NZ members Tim Kleier, David Maucor, Ray Mohan, Gustavo Morega, Jéssika Carvalho, Neil Watson, Sophie Ciurlionis, Israel MacDonald and Joanne Duncan.

Therefore, we had a contested election and LCA NZ members were asked to vote via email to fill the 6 vacancies by 5pm Tuesday 10th September.

We welcome the following members to the committee elected through member vote:

- Sophie Ciurlionis
- Joanne Duncan
- Tim Kleier
- Israel MacDonald
- Ray Mohan
- Neil Watson

Positions to be discussed at the next committee meeting, as follows:

- The officer holding the position of Secretary is currently vacant.
- The officer holding the position of Treasurer has completed a two-year term and is eligible for a second two-year term as stated in LCA NZ's constitution.
- The positions of Secretary and Treasurer will be assigned at the first committee meeting after the AGM.
- The officer holding the position of President has been in the position for one year and will stay in the role.

## Description

### BPWG

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

Kelly and Ray provided an update:


- Ray has stepped into technical co-chair role left vacant from Kimberly Robertson
- Focus on broader representation over past 12 months – industry, academia and consultancy members on board
- Work plan focus areas include response to submissions, completing drafted competitive claims guidance, developing a NZ specific database resource, certification update comms, also looking at circular economy paper update and digital tools/AI
- Professional development work and certification areas to be progressed through new sub-committee, BPWG monitoring role

### Professional Development

- Focus areas – Mentoring programme, Certification, University engagement, training and development
- Mentorship programme launched in May. Aiming for 10 mentor-mentee pairs in the first year, and to assess how that goes.
- Certifications available with 4 new logos:
  - a. Certified Professional,
  - b. Certified Carbon Practitioner,
  - c. Certified Reviewer
  - d. Certified Executive
- ACLCA developing an early career Affiliate Certification.
- Acknowledgement of substantial changes by ACLCA re: prerequisites. Emily discussed these in detail with further information available online.
- Future – Certified individual differentiation, practitioner affiliate pathway, engaging with universities, and training and development

Feedback:

- Mentorship programme onboarding smooth, acknowledge support from Climate Leaders Coalition for providing base

Description
<p><b>EPD Australasia Update</b></p> <p><i>For more detail please refer to the slides on the LCA NZ website</i></p> <p>John provided a summary of EPD Australasia's role as a formal programme operator and publisher of Environmental Product Declarations.</p> <ul style="list-style-type: none"> <li>• The company is owned 50-50 between LCA NZ and ALCAS. Established in November 2014 – to celebrate 10 years.</li> <li>• Governance and management <ul style="list-style-type: none"> <li>○ Board of six Directors, 3 appointed by LCA NZ, 3 by ALCAS</li> <li>○ One Programme Manager (contract)</li> <li>○ One Advocacy and Marketing Director (contract)</li> <li>○ One Technical Advisor (contract)</li> <li>○ Technical Advisory Group (TAG) (7 expert members)</li> </ul> </li> <li>• Licenced to international EPD system of Sweden</li> </ul> <p>Discussion Topics: See slide details.</p> <ul style="list-style-type: none"> <li>• EPD change underway with individual EPDs now needed (previously PDF form, combined product lines ok) to comply with Eco Platform dataset.</li> <li>• Driver for EPDs in construction sector, 98% of EPD Australasia</li> </ul> <p>Future opportunities</p> <ul style="list-style-type: none"> <li>• Data/technology alignment required for machine readability</li> <li>• Review of EPD affiliation to ensure it is fit-for-purpose</li> </ul> <p>Questions:</p> <ul style="list-style-type: none"> <li>• Relevance of EcoPlatform EU alignment for Australasian market and purpose e.g. ecodesign.</li> <li>• Users of data may be less interested in detailed information, instead as much info as possible at the right time as it is refined</li> <li>• Risk around exponential growth – is the org prepared for this?</li> </ul>
<p><b>General Business</b></p> <p>No general business items raised</p> <p>Closing karakia by Sophie</p> <p><b>Meeting closed 4:10pm by Barbara</b></p>
<p><b>The undersigned affirms that this is a true and correct record of the meeting:</b></p> <p>Signed: </p> <p>Date: 20 October 2024</p>