

# Notice of Water New Zealand ANNUAL GENERAL MEETING

**The 2020 Annual General Meeting of Water New Zealand**, the trading name of the New Zealand Water and Wastes Association Incorporated, will be held at Claudelands Arena, Hamilton on **Thursday, 17 September at 7.30am**. In accordance with Rule 12.4 (b) of the Constitution, notice of the meeting, along with the order paper and notices of motion, is now given.

## Order Paper

1. Welcome and receiving of proxy votes
2. Apologies
3. Minutes of the previous AGM – 18 September 2019
4. Matters Arising
5. President's Report
6. Chief Executive's Report
7. Financial Reports and Auditor's Report
8. Announcement of Water New Zealand Board 2020/2021
9. Appointment of Auditor 2020/2021
10. Determination of Subscription rates
11. Consideration of Notices of Motion – see below
  - a. Constitutional amendment to update the purpose of the Association and to amend the process for electing Board members
  - b. Constitutional amendment to provide a role for the immediate former President
12. General Business

**NB:** There will be a presentation of Golden Shovels during breakfast, prior to the AGM starting at 7.45am.

## Determination of Subscription Rates

Since 2008 the Board has had a policy of recommending changing subscription rates each year broadly in line with the annual rate of inflation. For the four quarters to March 2020, the consumers' price index increased by approximately 2.5%.

Incrementally increasing subscriptions each year avoids the need for significant adjustments if rates are left at the same rate for several years.

However, due to the current post-Covid environment, we recommend that there is no increase for the 2021/22 year.

There is a plan to review the membership model during the coming year, and any new structure will be presented to the members at the 2021 AGM, including adjusted prices.

| Subscription Rates        |          |          |          |           |
|---------------------------|----------|----------|----------|-----------|
|                           | Current  |          | Proposed |           |
|                           | Exc. GST | Inc. GST | Exc. GST | Incl. GST |
| Corporate                 | 1515.00  | 1742.25  | 1515.00  | 1742.25   |
| Corporate Additional      | 165.00   | 189.75   | 165.00   | 189.75    |
| Individual                | 175.00   | 201.25   | 175.00   | 201.25    |
| Individual (Retired)      | 43.48    | 50.00    | 43.48    | 50.00     |
| Young Water Professionals | 0.00     | 0.00     | 0.00     | 0.00      |

### MOTION

**Board member Helen Atkins will move and Board member Garth Dibley will second**

*"That the Board recommends to members at the 2020 AGM that annual subscriptions not be increased for the 2021/22 year."*

## Notice of Motion

### (a) Constitutional amendment to update the purpose of the Association and to amend the process for electing Board members

#### Explanation:

The purpose of this change is to:

- update the purpose of the Association so that it is consistent with the strategy set by the Board;
- amend the process for electing Board members; and
- undertake a number of typographical amendments.

To ensure that the Board is fit for purpose in what is a very dynamic water services sector, it is felt that the current election process needs supplementing with an appointment process. This will ensure the Board has a good balance of skill sets.

The full set of proposed changes are highlighted as “tracked changes” in the attached copy of the Constitution. Also attached is the Draft Terms of Reference for the Board Appointments Committee. These Terms will be confirmed by the Board at the first meeting after the AGM. The changes have been reviewed and confirmed by the Association’s lawyers. The changes will apply to the 2021 Board election/appointment cycle.

**Motion:**

**Board member Helen Atkins will move and Board member Lorraine Kendrick will second:**

*“That amendments to the following clauses of the Constitution are made as set out in the copy of the Constitution attached to this agenda:”*

- Clause 3 – Objects – updated to include the new purpose
- Clauses 5.3, 6.1, 12.2, 12.9 14.3, 17.2 – typographical amendments and to address legal advice in relation to charity registration
- Clause 7 (except clause 7.1 in relation to the immediate former President which is dealt with in (b) below)
- Clause 8 Election of Board members
- Clause 9 Appointment of President
- Clause 10 Appointed Board members
- Clause 11 Term

**(b) Constitutional amendment to provide a role for the immediate former President**

**Explanation:**

The purpose of this change is to provide continuity on the Board during a time of unprecedented change in the water services sector. Providing a formal role for the immediate former President for a one-year term is best practice for the not-for-profit sector and consistent with the practices of other membership associations.

**Motion:**

**Board member Helen Atkins will move, and Board member Lorraine Kendrick will second:**

*“That amendment to clause 7.1 of the Constitution is made, as set out in the copy of the Constitution attached to this agenda, to provide a role on the Board for the immediate former President.”*

## Proxy Votes

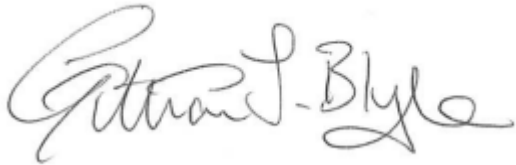
Under Clause 12.6 of the Constitution, any financial member unable to attend any General Meeting may appoint any other financial member to be a proxy, provided a proxy form is signed and delivered to the Chief Executive prior to the Meeting.

To facilitate validation, all possible completed proxy forms are to be delivered to the Chief Executive at Water New Zealand by Friday, 11 September 2020. All other signed forms should be delivered to attending Water New Zealand staff at the meeting room entrance on Thursday, 17 September 2020 prior to the meeting.

## Proxy Form Attached

## Draft Minutes 2019 Annual General Meeting

A copy of the draft minutes of the 2019 AGM can be viewed or downloaded from  
<http://www.waternz.org.nz/AGM>



**Gillian Blythe**

Chief Executive

Water New Zealand

P O Box 1316

Wellington 6140

**Contact:**

Amy Samuelu at Water New Zealand for further information.

**E:** [amy.samuelu@waternz.org.nz](mailto:amy.samuelu@waternz.org.nz)

**P:** +64 4 495 0894