



Minutes IChemE in New Zealand Annual General Meeting (AGM)

Wednesday 26 June 2024

Time: 17.00 – 17:30 NZST
Venue: Wellington and Online

Minutes

Chair: Meng Wai Woo

Attendees: 12 in person plus 15 online attendees

Apologies: no apologies noted

Welcome

1 Minutes of previous meeting

Proposed the minutes of the previous AGM held on 17 May 2023 be accepted as a true and fair representation: Men Wai Woo *Seconded:* Jenny Culliford

2 Chair report Meng Wai Woo presented the following Chair's report:

Annual Chair's Report, 2023

2023 was an exciting year for Chemical Engineering in New Zealand as we hosted the annual CHEMECA conference in Auckland. The conference was a great success and attracted more than 200 delegates across New Zealand and Australia. The theme of the conference was "Leading the Transition into a Sustainable Future". One key highlight was the Hackathon industry-led student case competition, which had Chemical Engineering student groups pitching their design ideas to help the dairy industry transition into a more sustainable energy mix for the future. One of the participants from the University of Waikato received the best presenter award for a fully funded trip to attend the International Gas Research Conference 2024 in Canada. Prof. Clive Davies, from Massey University, was awarded the highly prestigious CHEMECA medal. The CHEMECA medal was awarded to a prominent New Zealand or Australian chemical engineer who has made an outstanding contribution to the profession. This is certainly a big achievement.

Across 2023, through the efforts of the regional boards, there were 16 events held (same as last year). Half of these events were site visits stretching across the dairy industry, bio-gas generation landfills, water treatment facilities, a decommissioned refinery and chemical manufacturing. There were five networking events and three webinars. In collaboration with IChemE Australia, we organised the Australia and New Zealand Virtual Conference.

We deepened our collaboration with Engineering New Zealand in jointly organising (for the second time) an event to celebrate the World Engineering Day for Sustainable Development. Tomorrow, together with Engineering New Zealand and the Universities, we will also be organising a joint webinar providing content and panel speakers to help them Discover Chemical Engineering directly to local high schools.

Reported membership levels have increased by 14% to 589 (previous year 517). Breaking down the membership: Associate (41.6%), Chartered (27.16%), Affiliate (12.4%), Fellow (8.5%). Starting in 2023, IChemE have also waived the fees for student members, and we have seen a big increase to 54 members from last year (previous year 4 students members). Sadly, this year we had three longtime supporters of Chemical Engineering leave us. Professor Roger Keey passed away in October last year. Roger was a professor at the Department of Chemical and Process Engineering at the University of Canterbury University. Amongst his many achievements, he contributed significantly to the development of drying processes in New Zealand and worldwide. Towards the end of last year in December, Dr. Isuru Udugama, who was my colleague at the University of Auckland, also passed away. He was a strong supporter of the 2023 CHEMECA conference and was a key member of the organising committee for the conference. Earlier this year in January, Kevin Rolfe passed away in New Plymouth. Kevin is well known to many as an active figure in the chemical engineering community and was widely recognised for his contributions to environmental protection, management, and sustainability. Rest in peace Roger, Isuru and Kevin.

The new Incorporated Societies Act 2022 (the 2022 Act) and Incorporated Societies Regulations 2023 (the Regulations) came into force in October 2023. We have been working with IChemE UK to amend our constitution to be in line with these two new regulations. The draft of the amended constitution will be circulated for consultation soon. We are making good progress to meet the new regulation reregistration deadline of 5 April 2026. Our financials are healthy and more details will be covered in the financial reports presented shortly by our Honorary Treasurer, Greig Wilson.

The national board met 11 times and for most of this period, we have had a full board with representatives across all of the New Zealand regions. We now have three vacancies on the national board: Representative for Upper South Island, Youth Representative and the Deputy Chair. The board have received applications for the two latter roles, and we will be finalising the appointments in the coming months. We are making impacts globally and have maintained regular communications with global IChemE, and other groups. Danielle Lind-Corkill and Tristan Hunter are in the IChemE Learned Society, Lisa Julian is in the IChemE Congress, and I currently also chair the ANZ Federation of Chemical Engineers.

All these achievements will not be possible without our members' contributions and support. I would like to thank our Board and all our members who have volunteered their own time this year. On a personal note, a special thank you to those who have supported me over the last twelve months. In particular the outgoing chair Daniel Lind-Corkill for her guidance, honorary Treasurer Greig Wilson and Jenny Culliford for their insights on the financials and the initiative on the constitutions, David Platts and David Pearce for their strong support for CHEMECA 2023, Natalie Angelone for her institutional insights and keeping us well connected across IChemE, and our IChemE NZ secretary Catherine Muldoon who have played a pivotal role in ensuring our smooth operation.

Please continue to let us know what is important to you and what you would like to see more of, and we welcome your feedback. On that note, IChemE has launched IChemEConnect a global online community network. We will soon be launching a space within the IChemEConnect network dedicated to New Zealand members' networking.

In closing, I would like to express my appreciation to everyone here at the AGM. Special thank you to Kyle Nicol for organising the venue for today. It has been a great honour to have held the chair position and am looking forward to doing more for our members in the coming year.

Meng Wai Woo CEng MICHemE
Chair IChemE in NZ

3 Financials

The 2023 Financial accounts were presented to the members by Honorary Treasurer Greig Wilson. Greig outlined the notes to the accounts which provide additional information. The intention is for the Term deposits to be run down then an annual budget will come from the UK.

There was a question around Incorporated Societies in New Zealand and if it was acceptable that the subscriptions for New Zealand go to the UK. This is considered acceptable within the Incorporated Society rules.

It was mentioned that a Service Agreement might help with clarity on income to New Zealand. The New Zealand Board have written a draft memo for the UK but there has been no response. It would be good to formalise the agreement. There is a legal obligation and this might be putting IChemE in NZ at risk. The Board have attempted to formalise the agreement for 2-3 years now, unsuccessfully. There was a serious issue with the IRD and GST shortly after SCENZ transitioned to IChemE in NZ. Care needs to be taken around any New Zealand legal obligations.

It was asked how long it might take to run the Term Deposits down. It was considered 3-5 years.

The money in the Term Deposits could be used for significant special projects that would benefit New Zealand members directly. Some ideas that came up from members included: a mentoring scheme, scholarships and updating the cost estimating manual.

Action: Use of the Term deposits are to be discussed at the next board meeting.

Proposed accounts be accepted. G Wilson *Seconded:* George Hooper

Put to the vote in the room and electronically that the financial accounts be accepted.
Carried

4 Elections to the 2024-2025 board

The Chair (2023-2025) - Meng Wai Woo (elected for two years)
Deputy Chair – Vacant
Honorary Treasurer - Greig Wilson

Ordinary Board members - Jenny Culliford, David Pearce, Ken Morison, Danielle Lind-Corkill

Proposed elections be accepted Meng Wai Woo *Seconded* D Platts
Put to the vote in the room and electronically - *Carried*

Regional group representatives:

Northland – Graham McCarrison
Auckland – Nasreen Soloman
Waikato/ Bay of Plenty – Chanelle Gavin
Taranaki – vacant
Lower North Island – Sinemobong Essien
Wellington – Kyle Nicol
Upper South Island – vacant
Lower South Island – John McAndrew

Youth Representative – vacant

Proposed elections be accepted Meng Wai Woo *Seconded* J Culliford

Put to the vote in the room and electronically – *Carried*

5. AOB

Meng Wai Woo discussed IChemEConnect which is like LinkedIn for IChemE members. A New Zealand group will be created soon.

A further finance comment – We should use the Term Deposits rather than “run them down”, which would in essence be a subsidy to the UK. The money should be ringfenced for projects and income should come from UK much earlier than 3-5 years.

The tax implications of making a loss year on year should be considered.

No other business or online comments or questions.

8 Close 17:30