



**Tasmanian Forests and Forest Products Network
Annual General Meeting
21st September, 2018
Tailrace Centre, Launceston**

MINUTES

Attendance:

A quorum for the meeting was achieved.

Apologies:

- Verity Wilson
- Lucy Wilson
- Georgina Wilson
- Isabella McDonald
- Alison McDonald
- Rob McDonald
- Antony Brown
- Rob Rule

Chair and Convenor Report

Chair Report

Welcome to the first Annual General Meeting (AGM) of the Tasmanian Forests and Forest Products Network (TFFPN).

As way of background regarding the establishment of the TFFPN, Strategy 8 of the Strategic Growth Plan for the Tasmanian Forests, Fine Timber and Wood Fibre Industry recommended the establishment of an umbrella organisation to develop and represent the shared interests of the whole of the value chain on matters of common interest.

In 2017, the Department of State Growth commissioned an independent evaluation by Timmins Ray Strategic Counsel to assess the perceived need for such an organisation. It found overwhelming support for such a concept, which, in turn, prompted the Tasmanian Government to provide

unencumbered seed funding to enable the concept to be independently moved forward.

An Establishment Committee was formed comprising industry leaders from various industry sectors. It was the Establishment Committee assisted by Timmins Ray strategic Counsel that developed the concept of the Tasmanian Forests and Forest Products Network (TFFPN) as the forum for, and the public voice of, all those people who consider themselves part of the forest industries community. The organisational objectives of the TFFPN include:

- Increase active community support for the industry (social licence)
- Expansion of the industry's skill base and development of sustainable career paths
- A rationalised, affordable regulatory environment
- Development of a positive investment environment

The TFFPN will provide an inclusive, open and transparent platform on industry matters for all those people who either work within or support a productive, sustainable, and profitable industry in Tasmania.

Membership is open to all those across the value chain who have an interest in the future of their industry and is aimed at 'grassroot' members of the industry.

The TFFPN will also provide a focal point for Government to exchange views and dialogue on high level issues of common interest across the sector, to help inform government decision making and public policy.

An establishment Board was formed from the Establishment Committee in November 2017 to oversee the development of a governance framework for the organisation.

Current Directors include:

- Steve Whiteley (Chair)
- Bryan Hayes
- Andrew Morgan

The Board of Governance has overseen the development of a governance framework, including

- Development of a constitution
- Registering TFFPN as a Company Limited by Guarantee with ASIC and achieving charity status with ACNC
- The appointment of a part time (.4) Convenor
- Development of policies and procedures for membership, finance framework, financial sustainability, etc.
- Growth of member numbers
- The planning of the inaugural annual statewide forum

The TFFPN held a very successful launch event on 9th May with over 80 industry leaders in attendance.

Membership is open to anyone who has a genuine interest in the continued future development of a sustainable and profitable forests and forest products industry. Membership continues to grow and is currently around 140 members.

The Board is looking forward to a challenging and rewarding financial year 18/19.

The number of Directors will increase to 5, and the Board will develop strategies to foster a number of priorities, including:

- Continued significant growth of members
- Ensuring financial sustainability of the TFFPN
- Engage industry key stakeholders in consultation and cooperation
- Build industry wide unity and common purpose
- Partner across the value chain to work on areas of common interest
- Actively engage with 'grass roots' workers
- Develop meaningful conversation with the community to build trust
- Influence those outside the forest sector

As a matter of priority, the Board will be seeking industry support, both financial and real to sustain the TFFPN into the future.

The Board of TFFPN looks forward to working with you, the members, to the benefit of the TFFPN and the industry.

Convenor Report

Following the release of the Strategic Growth Plan in 2017, the Department of State Growth commissioned an independent evaluation to assess the perceived need for an industry organisation capable of representing all sectors of the industry on matters of common interest.

The TFFPN is a forum for and public voice of all those people who consider themselves part of the forest industries community.

The agreed role for the TFFPN is to be a communication hub, to provide, and exchange information on issues, across the value chain to facilitate knowledge sharing and learning, which in turn will encourage better integration of talents and resources to show case and better strategically market Tasmania's timber products.

Membership is open to all those across the value chain who work within or have an interest in the continued development of a sustainable and profitable forest and timber products industry.

An establishment Board was formed in November 2017 to develop the governance framework for the TFFPN.

I was appointed by the TFFPN Board Convenor in December 2017 to assist the Board establish the TFFPN.

The Convenor's responsibilities are:

- Pursue the TFFPN's organisational objectives
- Build industry wide unity and common purpose through positive and open leadership

- Coordinate the TFFPN Annual Forum
- Promote the environmental, social and economic benefits of a sustainable and profitable forests and forest products industry
- Expose the community to the breadth and value of opportunities that are being achieved through research, development, innovation and investment
- Provide a public voice for the industry and all those who support it across the value chain'
- Positively engage with the industry's key stakeholders in a spirit of consultation and cooperation
- Promote the industry's needs, concerns, expectations and aspirations across all tiers of government and to all politicians
- Build cooperative coalitions with other industry sectors
- Actively and positively engage with the media

The TFFPN is in establishment phase and already much has been achieved –

- A governance framework has been put in place with the TFFPN being registered with ASIC as a Company Limited by Guarantee. It is also registered with the ACNC.
- Policy and procedures have been put in place to grow membership stateside and industry wide, grow financial sustainability, set up communication and IT platforms.
- A successful launch was held on 9th May attended by more than 80 industry leaders
- Relationship building and networking with members and potential members to understand the role of the TFFPN has been an important aspect
- Membership strategies introduced to grow membership across the state
- The inaugural Forum was held in Launceston on 21st September which attracted high calibre speakers as well as state and federal ministers.
- Working with government departments to expand opportunities for the TFFPN for the benefit of members and the forest industry.

There are a number of challenges to look forward to in the 2018/19 financial year.

- Continue to grow the membership of TFFPN by demonstrating the value of the organisation
- Ensure the ongoing financial sustainability of the TFFPN
- Build relationships and partnerships with key industry sector leaders, and organisations
- Develop a communication plan
- Ensure the strategic direction of the TFFPN is understood and communicated
- Increase the profile of the TFFPN, within the industry and more broadly
- Manage the Community Engagement Project , funded by Department of State Growth

I look forward to working with you for the benefit of the Tasmanian Forests and related industries.

Motion:

'The Chair and the Convenor Report be taken as read and accepted.'

Moved: Craig Jones

Seconded: David Bartlett

The vote was recorded as unanimous.

The Chair called for question on the Reports. None were received.

Treasurer Report:

Financial Report For 2017-18

Income

State Government seed funding \$150,000

Total Income \$150,000

Expenses

Consultants fees \$58,110

Convenor fees \$49,435

Rent \$6,759

Web-site, graphic design \$2,464

Network establishment fees \$6,837

Travel \$1,086

Network Launch - speaker, venue \$15,844

Other-hire meeting rms, catering \$1,023

Total Expenses \$141,558

Balance of Funds \$8,442

Motion: 'That the financial statement prepared by PFT be accepted.'

Moved: From the Chair

Seconded: Rob de Fegely

The vote was recorded as unanimous

The Chair called for questions on the financial Statement. None were received

Appointment of Auditors:

Motion: 'That WLF be appointed auditors for TFFPN for the financial year 2018-19

Moved: Jim Wilson

Seconded: David Bartlett

The vote was recorded as unanimous

The Chair called for questions and responded to a question regarding the timeframe for appointment, noting that it relates to the financial sustainability of the TFFPN and ability to fund.

Election of Directors:

Nominations were received from 3 members for 2 Director vacancies. Members recorded written votes. The results of the votes were:

- Tony Stonjek 45
- Chris Barnes 42
- Craig Jones 40

Therefore Tony Stonjek and Chris Barnes were declared elected.

Current Establishment Directors re-elected to the Board

- Steve Whiteley
- Bryan Hayes
- Andrew Morgan

Therese Taylor
Secretary

The AGM opened at 4.30pm and closed at 4.50pm