

DRAFT MINUTES
23rd ANNUAL GENERAL MEETING
12.30pm, 26 November 2019
Brisbane Convention and Exhibition Centre

1. Open and welcome

President Ben Beck opened the meeting with acknowledgment of country.

2. Present

Ben Beck (President), Lara Harvey (Secretary/Public Officer), Sue Wicks (Treasurer), Rachel Meade, Rebecca Mitchell, Russ Milner, Isaac Carlson, Rebecca Ivers, Paul Kennedy, Debbie Scott, Patricia Cullen, Catrina Wald, Richard Franklin, Emily Anderson, Bridget Kool, Julie Brown, Mohammed Aburumman, Kate Hunter, Amy Bestman, Keziah Bennet-Brook, Jennifer Fraser, Lauren Fortington, Reidar Lystad, Caroline Finch, Kirsten Vallmuur, Kathleen Clapham, James Harrison, Tony Lower.

3. Apologies

Alex Natora.

4. Minutes of 2018 AGM

Draft minutes of 2018 AGM were circulated to all members 21 days prior to AGM. Lara Harvey moved the minutes be accepted. Seconded Sue Wicks.

5. President's report

President's report was presented by Ben Beck. Report at **Attachment 1**. Russ Milner moved the report be accepted. Seconded Rachel Meade.

6. Secretary/Public Officer's Report

Public Officer's report was presented by Lara Harvey. Report at **Attachment 2**. Bridget Kool moved the report be accepted. Seconded Rachel Meade.

7. Treasurer's Report

Treasurer's report was presented by Sue Wicks. Report at **Attachment 3**. Audited financial statement for year ended 30th June 2019 was tabled by Sue. Caroline Finch moved the report be accepted. Seconded Debbie Scott.

8. Appointment of auditor

Sue Wicks moved to appoint Stephen Blake of SMB Accounting as our Auditor for 2019.

Seconded Lara Harvey

9. Indigenous subcommittee report

The Indigenous Subcommittee Report was provided by Keziah Bennet-Brook. Report at **Attachment 4.**

10. Violence Subcommittee report

Report was provided by Debbie Scott. Report at **Attachment 5.**

11. Election of Executive Committee for 2019

The following positions were declared vacant:

Secretary/Public Officer

1 nomination received from Racheal Meade. Racheal Meade was elected unopposed.

Treasurer

1 nomination received from Sue Wicks. Sue Wicks was elected unopposed.

General Executive member positions (x4)

4 nominations received from Russ Milner, Amy Peden, Bridget Kool, Kirsten Vallmuur. All were elected unopposed.

As Rachel Meade was elected to Secretary/PO role, her General Executive position became vacant. Kate Hunter was nominated from the floor, seconded by Rebecca Ivers. Kate was elected unopposed.

12. Next Annual General Meeting

Next AGM will be held 10 November 2020, in Adelaide to coincide with the World Conference on Injury Prevention and Safety Promotion (Safety 2020).

13. Close

Meeting closed at 12.50pm

ATTACHMENT 1: PRESIDENT'S REPORT

The AIPN has continued to have a strong and united voice for injury prevention throughout Australasia. I am particularly pleased that we have expanded from the Australian Injury Prevention Network to the Australasian Injury Prevention Network and have gladly welcomed our New Zealand colleagues.

The AIPN has made numerous influential submissions to government and industry. For example, submissions to the ACCC's quad bike safety standard, that was recently introduced by the Federal Government, submissions to the National Transport Commission on innovate vehicles and mobility devices, submissions to the New Zealand Firearms Amendment Bill to tighten gun control in New Zealand, submissions to the Australian National Suicide Prevention Implementation Strategy, amongst many others.

I'm also really proud of the AIPN's role in the development of the Australian National Injury Prevention Strategy, that is currently being developed in partnership with the Federal Department of Health and The George Institute for Global Health. We look forward to engaging with our members to ensure that the Strategy is comprehensive, that it engages all involved in injury prevention and that it creates a pathway for change to reduce injury.

I very much thank our wonderful Executive Committee for their commitment and dedication to the AIPN, and to their leadership in reducing the burden of injury throughout Australia and New Zealand.

Dr Ben Beck

AIPN President

26 November 2019

ATTACHMENT 2: SECRETARY/PUBLIC OFFICER'S REPORT

It is the responsibility of the Public Officer to ensure the AIPN complies with its legal requirements under the Corporations Act (2001) and Associations Incorporation Reform Act (2012).

I am pleased to report that following the 2018 AGM all required documentation (annual statement and notification of change of office holders) was provided to Australian Securities and Investment Commission (ASIC) and the annual statement was lodged with Consumer Affairs Victoria (CAV).

Following the special resolution to change our name from Australian Injury Prevention Network to Australasian Injury Prevention Network, moved at the last AGM, the name change has been registered with ASIC.

Finally, I am pleased to report that the quarterly Business Activity Statements, supplied by Sue Wicks as Treasurer, have been lodged with the Australian Tax Office in a timely manner.

As this is my final report having served my maximum six years on the Executive Committee, I would like to thank the hardworking Executive Committee for all their input and effort.

Lara Harvey
AIPN Public Officer
26 November 2019

ATTACHMENT 3: TREASURER'S REPORT

The audited accounts of the Australasian Injury Prevention Network at the 30 June 2019, show the organisation ended the financial year in a comfortable financial position. The auditor's opinion is that the financial statement is a true and fair view of the AIPN's financial position at 30 June 2019.

Net Assets of the AIPN at 30 June 2019 were \$75,988.56 which was comprised of;

- \$75,088.17 in bank accounts
- \$300.00 in accounts payable
- \$601.20 in GST refunds receivable

Income for the year ending 30 June 2019 totalled \$10,373.36 and was made up primarily of membership subscriptions and a small amount (\$181.62) of interested earned.

Expenditure in the year ending 30 June 2019 totalled \$42,017.11. Major expenses during the year included:

- \$30,000 invested in the conference
- \$4,994.33 invested in a Communications officer to provide regular communication with members
- \$2,000 Reporting scholarship to the World Conference.

Membership fees increased from 1 January 2019 for the first time in at least 10 years, which created some interesting challenges with on line membership subscriptions, which we are still working our way through. One of the outcomes is that online membership subscriptions are no longer automatically recurring payments.

The AIPN is working to build engagement with and benefits for its members. At this time, engagement includes regular communication with members with updates of professional interest, advocacy opportunities, job and study opportunities. While the organisation is in a comfortable financial position at the current time, income and expenditure remain finely balanced.

Sue Wicks
AIPN Treasurer
26 November 2019

ATTACHMENT 4: INDIGENOUS SUBCOMMITTEE REPORT

The Indigenous subcommittee met twice during 2019 with representatives from Australia and New Zealand.

The AIPN Strategic Plan was updated to ensure Indigenous injury prevention related content was included.

Indigenous injury prevention content in regards to Maori and Aboriginal and Torres Strait Islander peoples has been added to the AIPN website- including relevant reports, programs, key messages, resources campaigns and relevant research.

An AIPN co-badged event has held with the release of the Active and Safe: Preventing Unintentional Injury to Aboriginal and Torres Strait Islander Young People Guidelines for Policy and Practice.

Keziah Bennett-Brook
AIPN Indigenous Subcommittee, Co-Chair
26 November 2019

ATTACHMENT 5: INTENTIONAL INJURY SUBCOMMITTEE REPORT

The Subcommittee comprised of four members: Dr Debbie Scott, Dr Patricia Cullen, Assoc Prof Jenny Fraser and Prof Kathleen Clapham

The sub-committee met in person twice this year and exchanged numerous emails and telephone calls relating to submissions and responses for calls for comment.

This year the Sub-Committee updated the position paper on Interpersonal Violence. We continue to work closely with the Gun Safety Alliance.

The Sub-Committee provided submissions to:

- the Tasmanian Government call for submissions on modification of gun laws;
- the Australian Government call for comments on the Implementation of the National Suicide Prevention Plan; and
- evidence synthesis for suicide for the National Injury Prevention Plan.

Dr Debbie Scott (Chair),
AIPN Intentional Injury Subcommittee, Chair
26 November 2019