

## **CONFIRMED MINUTES OF THE ANNUAL GENERAL MEETING**



Held on **Tuesday 25 November 2025**

Online via **Zoom** in accordance with the *Corporations Act 2001 (Cth)* as amended

**Meeting opened at 6.02pm AEDT**

### **Present & Eligible to Vote**

- Emma Riley RPIA (Fellow, President/Chair)
- Matt Collins, MPIA (CEO)
- Nicole Bennetts, RPIA
- Kathy Bonus, RPIA (Fellow)
- Rebecca Boresch, RPIA
- Bernadette Conde, MPIA
- Darren Crombie, RPIA (Fellow)
- Claire Daniel, MPIA
- Peter Gill, MPIA (Fellow)
- Boti Hajos, MPIA
- Ben Haman, MPIA
- Cate Hart, RPIA (Life Fellow)
- Ian Humphrey, MPIA
- Sandra Hogue, RPIA (Fellow)
- Peter Johns, MPIA
- Saba Adil Malik, MPIA
- Scott Matheson, MPIA
- Barbara Norman, MPIA (Life Fellow)
- Stephen O'Connor, RPIA (Fellow)
- Mukesh Ray, MPIA
- Jenny Rudolph, RPIA (Fellow)
- Norma Shankie-Williams, MPIA (Fellow)
- Rukshan de Silva, RPIA
- Stephen Smith, RPIA (Fellow)
- Scott Spargo, MPIA
- Jane Strange, RPIA
- Catriona Tatam, MPIA
- Sue Weatherley, MPIA (Fellow)
- Bahar Zamani, MPIA

### **Others Present**

- Karen Goldsmith (Chief Operating Officer)
- Brenda Payne (minutes)
- Lydia Lovelock
- Tessa Faucheur

### **1. Welcome and Notification of Proxies**

The Chair welcomed members to the 2025 Annual General Meeting (AGM) of the Planning Institute of Australia (PIA), being PIA's 74<sup>th</sup> AGM.

The Chair acknowledged the traditional custodians of the lands throughout Australia where everyone was joining, and paid respects to Elders past and present, and any Aboriginal and Torres Strait Islander people present at the meeting.

PIA Fellows, Life Fellows and Honorary Fellows who were present at the meeting were also acknowledged.

The Chair confirmed that a quorum was present.

The Notice of Meeting and Explanatory Notes distributed to members on 29 October 2025 were taken as read.

The CEO, as Company Secretary, advised that three proxy forms had been received. Two appointed the President as their proxy, but one appointed a Member who was not present at the meeting and the CEO declared that one proxy was void.

## **2. Apologies**

The CEO advised that apologies for the meeting were received from:

- Garry Murphy, PIA's auditor from Nexia Australia
- David Winterbottom, MPIA Life Fellow
- Leisa Sinclair, MPIA
- Nicola Smith, RPIA Fellow
- Michael Brewer, MPIA
- Ed Wensing, MPIA (Life Fellow)
- Michelle Howard, MPIA (Fellow)
- Paul Burton, MPIA

## **3. Remembering Passed Fellows and Life Fellows**

The Chair asked those present to take a moment to remember PIA's Fellows, Life Fellows and Honorary Fellows who had passed away in the preceding year.

Those specifically remembered were: Fellows Jeff Thierfelder (WA), David Christensen (NSW), David Wright (ACT), Micheline Lane (NSW); Life Fellows William (Bill) Burrell (WA), Michael Kerry (QLD); Friends of planning Prof. Edward (Ed) Blakely (QLD), Prof. Richard Weller (WA), Charles Casuscelli, former CEO of the Western Sydney Regional Organisation of Councils (WSROC) (NSW), Richard Moore (former QLD/NT State Manager).

PIA also remembered a Bangladeshi-Australian couple Dr Mohammad Swapan, an Associate Professor with Curtin University's School of Design and the Built Environment, and Dr Sabrina Ahmed, a planner with the WA Department of Planning, Lands, and Heritage, who were not members but were in the planning industry.

PIA relies on being notified when members pass, and sincerely apologises if anyone has been missed from this list.

## **4. Minutes of the 73rd AGM held via Zoom on 26 November 2024**

The confirmed Minutes of the Annual General Meeting held on Tuesday 26 November 2024, as distributed with the Notice of Meeting, were tabled and taken as read.

## **5. President's Year in Review**

The Chair presented the President's Year in Review and the Institute's 2024/25 Annual Review.

Some notable achievements in the year included:

- Launching PIA's new membership system, website, and member portal
- Establishing the *OnDemand* professional development content platform
- Continuing the popular *Become a Planner* campaign to promote planning as a career choice to high school students
- Finalising PIA's *Advocacy Framework* to provide divisions with a shared platform for stronger alignment
- Holding an outstanding Congress in Darwin/Garramilla
- Membership surpassing 6,000 members for the first time
- Rolling out a refreshed PIA brand and digital identity.

The Chair also recognised:

- Growth in the delivery of PIA 's professional development events with over 10,000 people attending
- Increased advocacy and media presence with over 700 mentions in the media, and three key documents produced: *PIA's Advocacy Framework*, *Planning for a Better Future*, and *Planning for Productivity*. Advocacy remains one of PIA's most active and ongoing priorities with commitment reflected in the recruitment of more advocacy staff
- Future-ready profession initiatives such as the following, which help shift the profession towards more ethical, culturally informed, and tech-enabled practice:
  - Monthly national PlanTech briefings, the release of the *AI in DA Guidance Note*, the development of core competencies for digital skills, the completion of a new PlanTech vision, and the launch of a new Urban Data Network
  - The launch of the Planning with Country Knowledge Circle's strategy and resource library available on PIA's website.

Activities planned for the coming year include: reinforcing advocacy impact and the voice of planners, elevating the value of planning, continued expansion of OnDemand (including more free content for members), strengthening the value of PIA membership for members, celebrating PIA's 75<sup>th</sup> birthday, updating the University Accreditation Policy, visiting more schools to inspire students to become planners, overall support for the profession, and making sure planning is at the centre of government decisions and is valued as key to creating great communities.

The Chair recognised and thanked the PIA community, including members, volunteers, numerous networks and committees, and staff.

## 6. Financial Statements and Auditor's Report

The Chair asked that the Financial Statements and the Auditor's Report for the period ending 30 June 2025, as previously distributed to Members, be tabled and be taken as read.

A small, deliberate operating deficit of \$65k was recorded, driven by one-off investment costs. Without the planned deficit, PIA would have seen an operating surplus. This positions the Institute well to invest further in PIA to strengthen member value, improve visibility, and modernise.

The Chair invited the CEO to speak on PIA's financial statements, audit process, and financial sustainability for the coming year.

The audit was conducted by Nexia Australia who delivered an unqualified audit opinion. Overall, PIA's financial position remains strong and reflects careful financial management.

The Chair opened the meeting for questions on the President's Report, Financial Statements and Auditor's Report.

One question was received about how many Australian planners are PIA members. The Chief Operating Officer, Karen Goldsmith, responded that Australia has approximately 13,600 planners according to PIA's latest *State of the Profession* report, and just over 6,000 of them are PIA members.

There being no further questions the Chair declared the Financial Report of the Institute for the year ended 30 June 2025 together with the declaration of the Directors, the Directors' Report and the Auditor's report as received and considered.

## **7. General Business**

PIA received several items of business from members ahead of the AGM, and they were circulated with the Notice of Meeting. Some items were combined under broad headings.

The Chair invited the CEO to respond to the items.

### ***7.1. The housing crisis and impacts on planning and planners***

The CEO addressed the housing crisis in Australia and answered the questions bundled under this heading.

Planning is central to solutions to the housing crisis, and PIA's response has been to lead, elevate the profession, strengthen planning's reputation while advocating for system improvements, and support planners under pressure.

PIA knows that building alliances is critical. PIA, alongside the Australian Institute of Architects and the Australian Institute of Landscape Architects, launched the Parliamentary Friends of Australian Urban Design initiative at Parliament House in Canberra to showcase quality density. PIA also collaborates with the Regional Australia Institute to strengthen the Government's *National Urban Policy*, with National Shelter on affordable housing, with the Australian Sustainable Built Environment Council (ASBEC), and partners with universities and career advisors to promote planning careers.

PIA acknowledges system bottlenecks affecting planners and advocates for risk-based regulation to safeguard quality and improve efficiency. The Institute's view is that regulation should be the minimum necessary to deliver planning strategy, and no more. Victorian members are encouraged to connect with PIA's local leadership to address state issues.

Data transparency is essential for understanding and improving system performance, and for evidence-based decisions. PIA has raised this in state submissions and with the Economic Reform Roundtable. PIA has also urged the Australian Bureau of Statistics to provide better data on the Development Assessment pipeline, including planning approvals, not just building approvals.

## 7.2. Climate advocacy - update

Climate is one of PIA's two national advocacy priorities (housing is the other).

Planning plays a central role in reducing emissions across the built environment, transport, energy, and land-use systems. In 2023, PIA published *Achieving net zero emissions : an enabling role for planning*. The report offers strong evidence and provides a critical blueprint for building efficiency, precinct design, embodied carbon, active transport, and EV-ready development. Model development standards are one tool that PIA supports through initiatives like the Green Building Council's rating tools.

Each planning system is different, with unique opportunities. Interested members should get involved with the climate resilience and net-zero policy work in their divisions.

PIA's Climate Advocacy Plan will be updated in 2026 and will be informed by recent federal policy developments such as Federal Treasury's latest *Built Environment Sector Plan*.

## 7.3. PlanTech and Artificial Intelligence in planning - update

PIA's approach to AI in planning is to encourage innovation, equip planners to lead change, and ensure AI strengthens the profession and public trust. The PlanTech National Working Group is leading this work to guide the profession through the transition.

Last year, PIA released national guidance on AI in Development Assessment and partnered with the Municipal Association of Victoria on their *Adopting AI for Planning in Victoria's Councils* report. The report's recommendations apply broadly across jurisdictions.

Recently, PIA launched a new 12-month PlanTech vision outlining its digital planning and AI work program. A member webinar series on AI and digital planning is underway and will continue in 2026, with recordings available free for members on PIA's OnDemand platform. A new PIA position statement on AI is also in development.

The CEO invited questions, but none were received.

## 8. Announcement of 2025/26 Board

The Chair gave sincere thanks on behalf of the Board to retiring Directors Ray Haeren, RPIA (Fellow) (WA) and Chay Garde, MPIA (NT).

The following new Directors were elected by the divisions for three-year terms:

- Phillida Rodic RPIA (Fellow) WA
- Catriona Tatam MPIA NT

The following directors continue to serve on the Board:

- Laura Murray RPIA VIC
- Rukshan de Silva RPIA NSW
- Wendy Evans MPIA (Fellow) QLD
- Emma Riley RPIA (Fellow) President
- Amy Wilkins PIA (Assoc.) Emerging Planner Director
- Sandra Hogue RPIA (Fellow) TAS
- Peter Johns MPIA ACT
- Stephen Smith RPIA (Fellow) SA

To summarise - the Board of Directors for 2024/25 is:

- Emma Riley RPIA (Fellow) President
- Amy Wilkins PIA (Assoc.) Emerging Planner Director
- Wendy Evans MPIA (Fellow) QLD
- Sandra Hogue RPIA (Fellow) TAS
- Peter Johns MPIA ACT
- Laura Murray RPIA VIC
- Philida Rodic RPIA (Fellow) WA
- Rukshan de Silva RPIA NSW
- Stephen Smith RPIA (Fellow) SA
- Catriona Tatam MPIA NT

## 9. Questions

The Chair invited questions from the floor about any business of the meeting, or the management of the Institute.

One member enquired as to the dates of the 2026 Congress. Congress will be held in Canberra on 20-22 May 2026.

## 10. Close

The Chair thanked everyone for attending and the PIA management team for facilitating the AGM. Concluding that there were no other matters to be considered by the Meeting, the Chair declared the meeting closed.

**Meeting closed: 6.40pm**

*I confirm these minutes as a true and accurate record of the meeting:*

Signed:

Date: