

Minutes of the
Australasian Rescue Organisation Annual General Meeting
Monday 22 July 2024
MS Teams Teleconference

President, Jeremy Fewtrell AFSM, opened the Annual General Meeting at 17:01hours (AEST), welcomed and thanked everybody for attending.

Note:

The 2024 Annual General Meeting (AGM) of the Australasian Rescue Organisation (ARO) was conducted via teleconference. The online conference allowed for greater member participation. For security and transparency, the Executive engaged a third party to manage the vote of Special Resolutions and Officer Bearer positions externally. Vero Voting were appointed as the provider due to their reputation and experience in managing secure, electronic voting solutions. The driver for this process is to ensure as many members as possible can participate in the democratic process as well as ensuring security and transparency for the election.

Only eligible members were provided an opportunity to vote in accordance with the Rules of Association.

All financial ARO members were invited and encouraged to attend the AGM.

1. Attendees are named below (alphabetical):

- | | | |
|------------------------------|--------------------------|-----------------------|
| 1.1. Anthony Northbrook-Hine | 1.14. Glen Maule | 1.27. Morgen Masuku |
| 1.2. Brenton Charlton | 1.15. James Boland | 1.28. Nick Cawley |
| 1.3. Bruce Wong | 1.16. Jemal Weston | 1.29. Nigel Lilley |
| 1.4. Bryson Bigwood | 1.17. Jeremy Crumblin | 1.30. Paul McCarthy |
| 1.5. Cecil Pacey | 1.18. Jeremy Fewtrell | 1.31. Peter Bradow |
| 1.6. Charles Wilkinson | 1.19. Jimmyson Chan | 1.32. Quentin Botha |
| 1.7. David Cockbain | 1.20. Karen Scifleet | 1.33. Rob Atkinson |
| 1.8. David Coldbeck | 1.21. Kathryn Crofts | 1.34. Sally Jaggard |
| 1.9. David Stackhouse | 1.22. Kerrie Kent | 1.35. Shane Cole |
| 1.10. Dean Scifleet | 1.23. Kym Schmid | 1.36. Tim Maitland |
| 1.11. Dominic Wong | 1.24. Mark Osborne | 1.37. Timothy Fox |
| 1.12. Gerrard Collins | 1.25. Meegan Jones | 1.38. Troy Smolenaars |
| 1.13. Gerry Sheridan | 1.26. Michael Vanderzalm | |

2. Apologies (alphabetical):

- | | |
|--------------------|--------------------|
| 2.1. Mark Dobson | 2.4. Stuart Masson |
| 2.2. Richard Hobbs | 2.5. Troy Jones |
| 2.3. Samuel Corby | |

President Fewtrell acknowledged the passing of ARO member Geoff Kiehne last week. Geoff was a strong supporter of ARO and will be sorely missed.

3. Registration of Proxy Votes - None

Proxy information was provided to the voting service provider, and those members were provided a weighting of two votes.

4. Correspondence

ARO correspondence was mostly of a business nature and there were no general matters of note for the attention of the membership.

Two letters of complaint were received regarding the same incident around soliciting votes prior to the 2023 AGM, and the matter was addressed swiftly by the Executive Officer and President.

A special meeting of the Executive was held prior to the 2023 AGM to discuss the incident, where an email was sent to all members explaining the matter and an additional email was sent from David Stackhouse to all New Zealand members. The member concerned in that matter was spoken to by the President and reminded of the Code of Conduct and appropriate behaviour.

An additional two emails were received prior to this AGM re-addressing a related matter. The same complainant raised concerns about the eligibility of a nomination for a position on the 2023 election for the Technical Committee. The President sought external advice, and the finding was that the Rules of Association is the pre-eminent document over all sub-policies and other documents. The information within the allegation was also assessed and it was found that there was no wrongdoing and the nomination and subsequent appointment of the member to the role stands.

The special resolutions voted on and carried within the AGM resolves the current inadequacies within the rules regarding qualifications and appointments to positions.

5. Minutes of previous Annual General Meeting

President Jeremy Fewtrell noted the minutes of last year's AGM have been available to members on the website and asked the meeting to take the minutes as being read.

Motion:

"That the Minutes of the 2023 Annual General Meeting be accepted as read."

Moved: Jeremy Fewtrell

Seconded: Tim Fox

Motion: Accepted

6. Presentation of President's Report

President Jeremy Fewtrell presented his report for the year just completed. A copy will be posted on the ARO website and circulated to members.

Motion:

"That the President's report be accepted as presented."

Moved: Jeremy Fewtrell

Seconded: Peter Bradow

Motion: Carried

Discussion: Nil

7. Presentation of Road Crash Rescue Technical Committee Report

The Chair of the Road Crash Rescue Technical Committee, Michael Vanderzalm, presented the report for this committee. A copy will be posted on the ARO website and circulated to members.

Motion:

"That the Road Crash Rescue Technical Committee report be accepted as presented."

Moved: Michael Vanderzalm

Seconded: Jeremy Fewtrell

Motion: Carried

Discussion: Nil

8. Presentation of Financial Report

The Executive Officer Kerrie Kent presented the Financial Report for the financial year ending 28th February 2024. A copy will be posted on the ARO website and circulated to members.

The Financial report encompasses the membership report and the Sponsorship and Engagement report, these are tabled and taken as read.

Motion:

“That the Financial report be accepted as presented.”

Moved: Kerrie Kent

Seconded: Quentin Botha

Motion: Carried

Discussion: Nil

9. Election of Office Bearers

In accordance with the Rules of Association, half of the committee positions on the Executive and Technical Committees fall vacant each year. Each position is elected on a two-year rotational basis.

Office bearing positions falling vacant in 2024 are:

Committee	Position	Nominees	Duration of Appointment
Executive	Vice President	9.1.Brenton Charlton	2 years
Executive	Governance & Compliance Officer	9.2.No nominations	2 years
Executive	Business Development & Engagement Officer	9.3.David Cockbain	2 years
Technical Committee	Technical Specialist	9.4.Jemal Weston 9.5.Peter Bradow	2 years
Technical Committee	Trauma Specialist	9.6.Quentin Botha	2 years
Technical Committee	Education & Research Officer	9.7.James Boland	2 years

President Jeremy Fewtrell AFSM read out the nominations received for each position with those being:

10. Executive Committee – Vice President
 - 10.1. One nomination received from Brenton Charlton.
 - 10.2. Brenton Charlton declared Vice President unopposed.**
11. Executive Committee – Governance & Compliance Officer
 - 11.1. No Nominations received.
 - 11.2. The Executive will reconsider the vacancy at a future meeting.**
12. Executive Committee – Business Development and Engagement Officer
 - 12.1. One nomination received from David Cockbain.
 - 12.2. David Cockbain elected unopposed.**
13. Technical Committee – Technical Specialist
 - 13.1. Two nominations were received from Peter Bradow and Jemal Weston
 - 13.2. Jemal Weston – achieved a vote of twenty-one (21) votes being 37.50% of the vote
 - 13.3. Peter Bradow – achieved a vote of thirty-five (35) votes being 62.50% of the vote

13.4. Peter Bradow was elected to the position of Technical Specialist.

14. Technical Committee – Trauma Specialist

14.1. One nomination received from Quentin Botha

14.2. Quentin Botha elected Trauma Specialist unopposed.

15. Technical Committee – Research & Education Officer

15.1. One nomination received from James Boland

15.2. James Boland elected Research & Education Officer unopposed.

Vero, a third-party independent provider, facilitated the online voting process. The online voting platform provided increased opportunity for all eligible members to vote in a democratic, confidential, and secure process. Each nominee where a vote was required submitted a biography to the membership which was circulated with the online voting instructions.

The President thanked outgoing members for their commitment and service and welcomed new members to the Executive and Technical Committees.

16. Special Resolutions

NOTE: Special Resolutions require a 75% support of voting members to pass.

16.1. S39B Special Resolution - Update to the Rules of Association

16.1.1. Resolution Proposal

16.1.1.1. Under section 39B of the Rules of Association 2017, the Committee is required to vote on the proposed motion in its entirety, “To amend, with due diligence, the Rules of Association in line with the accepted 2023 Rules of Association amendments to update its name and purpose to broaden the scope of the Association for a more inclusive capability in all areas of Rescue and comply with the Associations Incorporation Reform Regulations 2023 and section 46 of the Associations Incorporation Reform Act 2012”.

16.1.2. Background

16.1.2.1. For nearly 25 years, ARRO has facilitated the development and exchange of information, learnings, understanding and skills to improve road rescue service delivery across Australasia. Prior to this, the association pioneered its way to embrace change from a niche national organisation through to the innovative peak technical body in rescue and trauma response in Australasia, as we know it today.

16.1.2.2. Building on ARO’s extensive calibre of highly experience and technical subject matter experts, the organisation approved to broaden the scope of this organisation for a more inclusive capability in all areas of Rescue to offset challenges currently faced, including:

16.1.2.2.1. Evolution in demand for whole-of-rescue capability.

16.1.2.2.2. Limited opportunity to grow with member agency/teams/organisations’ needs and expectations to address Rescue in its entirety.

16.1.2.2.3. Inequality in sponsorship in-kind/expertise/financial contributions, expectations, and return on investment.

16.1.2.2.4. Impacts of economic, societal and/or force majeure events.

- 16.1.3. At the 2023 Annual General Meeting, members voted **in favour** of amendments to the Rules of Association to change the name and purpose of the Incorporated Association.
- 16.1.4. **Outcomes**
- 16.1.4.1. To address these concerns, the Rules of Association has been updated to reflect a revitalised association with broad Rescue capability to deliver best-in-class education and technical rescue training and opportunity will be achieved through the:
 - 16.1.4.1.1. Alignment to Model Rules for Incorporated Associations and Associations Incorporation Reform Regulations 2023 and section 46 of the Associations Incorporation Reform Act 2012.
 - 16.1.4.1.2. Focus on the delivery Association's Strategic goals, priorities, and governance framework; and
 - 16.1.4.1.3. Amendments to Executive Committee Role Descriptions in line with Associations Incorporation Reform Regulations 2023, industry best practice and organisational needs.
 - 16.1.4.1.4. Alignment membership term to the ARO end of the financial year of 28 February each year.
- 16.1.5. **Outcome: S39B Special Resolution - Update to the Rules of Association was supported by forty-seven (47) votes for and fourteen (14) votes against.**
- 16.1.6. **The Special resolution is carried with a vote of 77.05% - resolution is passed.**

16.2. S39B Special Resolution: Creation of new committee roles and responsibilities

16.2.1. Resolution Proposal

- 16.2.1.1. Under section 39B of the Rules of Association 2024 and subsection 44, the Committee is required to vote on the proposed motion in its entirety, "In line with the accepted 2024 Rules of Association, the Committee proposes to update and introduce new roles to the Committee to support the strategic direction of Australasian Rescue Organisation (ARO)".
- 16.2.1.2. To support the delivery of ARO's strategic intent, goals and priorities, new Committee roles will be updated and created to include:
 - 16.2.1.2.1.1. a Technical Officer; and
 - 16.2.1.2.1.2. a Secretary; and
 - 16.2.1.2.1.3. a Treasurer.
- 16.2.1.3. The role and responsibilities of the Executive Officer will return to the roles of Secretary and Treasurer and is no longer required in this structure.
- 16.2.1.4. Under S50, S51, S52, once the Rules of Association 2024 are adopted, nominations to elected Committee positions will fall in line with the Positions to be declared.
- 16.2.1.5. The Committee is to be supported by standing Technical Subcommittees across specialised areas of expertise made up of ordinary members appointed by the Committee under S53.

16.2.2. Background

- 16.2.2.1. Following the approved motion to rebrand to the Australasian Rescue Organisation in 2023, ARO is focused on broadening the scope of the association for a more inclusive capability across all areas of Rescue. To do this, the association requires the creation of new roles and responsibilities to drive and deliver its strategic priorities.

16.2.3. Outcomes

16.2.3.1. To reflect the updated Rules of Association, ARO will be better placed to deliver on its strategic goals and priorities for best-in-class education and technical rescue training across all facets of rescue through the:

16.2.3.1.1. Alignment to Associations Incorporation Reform Regulations 2023 and Associations Incorporation Reform Act 2012;

16.2.3.1.2. New and updated Committee roles, responsibilities, and processes to secure and grow ARO's future; and

16.2.3.1.3. Enable the delivery of ARO's Strategic goals, priorities, and governance framework.

16.2.4. Outcome: S39B Special Resolution: Creation of new committee roles and responsibilities was supported by votes of forty-five (45) votes in favour being 73.77% of the vote and sixteen votes (16) against.

16.3. S39B Special Resolution: Creation of new committee roles and responsibilities is not carried as 73.77% fails to meet the required 75% under the rules of association.

16.3.1. A special general meeting will be convened in the near future to establish how the new committee members will be selected.

17. General Business

17.1. Increased communication between the Technical and the CMT was requested.

17.2. The grievance matter regarding the application of the Rules of Association was again raised. This matter will be addressed offline in a meeting between the parties involved and the Executive Committee, it is expected that will finalise the matter.

17.3. ARC25 was discussed and a host is close to accepting and an announcement is pending

There being no further formal business, President Fewtrell closed the AGM at 17:45 (AEST) hours.

Minutes taken by Kerrie Kent, Executive Officer, Australasian Rescue Organisation.