



National Association of Testing Authorities, Australia

ANNUAL GENERAL MEETING

62nd Meeting – 17 October 2018

MINUTES

Minutes of the sixty-second Annual General Meeting of the National Association of Testing Authorities, Australia held at NATA Sydney Office, 7 Leeds Street, Rhodes, New South Wales, commencing at 12 pm.

PRESENT

(a) NATA Board

Chris Brownlow
Matt Callanan
Geoff Hogg (Chair)
Joseph Patroni
Anthony Landgren

(b) Members Present

David Pezzaniti	Luke Warner
Graeme Perry	Brooke Elliott
Graham Smith	Trent Mendelssohn
Wayne Galbraith	Rochelle Calderon
Chris Lo	Ray Garrett
Michael Lynch	James Philip*
Bob Panitzki	Emily Border*
Jitendra Parikh	Luigi Cantoni*
Maree Stuart	Martin Lindsay*
	Paul Huysing*

via webinar*

(c) NATA staff

Jennifer Evans	Chief Executive
Eric Lo	General Manager, Business Services
John Styzinski	General Manager, Operations and Technical
Tony Vandenberg	General Manager, Compliance & Governance
Danielle Dicker	Technical Manager
Phillip Hill	Quality Manager
Kirsty Outhred	Operations Manager
Katina Kalergis	Manager, Communications and Training services Group
Areum Clark	Administrative Officer, Corporate Governance/State Manager (Vic/Tas)
Paul Sioutas	Network Engineer
Susan Harry	Manager, Stakeholder Relations/State Manager
Rob Passam	General Manager, Information Communication Technology

(d) Invited guests

Russel McGree
Martin Squire

Partner, Audit & Assurance Stuart Brown & Co
Commonwealth Department of Industry, Innovation
and Science

APOLOGIES

David Neville (NATA Board) by prior
arrangement.
David Turner (NATA Board) by prior
arrangement.

1. WELCOME

The Chair was informed that a quorum was present and declared the 2018 NATA AGM open and welcomed all members and guests to the meeting. . The Chair noted that there were no additional items raised for consideration under item 7 General business with questions from Members.

2. MINUTES OF 61st ANNUAL GENERAL MEETING

The minutes of the sixty first Annual General Meeting of the National Association of Testing Authorities, Australia held on 11 October 2017 were presented.

It was resolved:

AGM Res

No 162 “that the minutes of the Sixty first Annual General Meeting held in Sydney on 11 October 2017, be taken as read and confirmed.”

3. CHAIR’S ADDRESS

In relation to NATA’s new Strategic Plan the Chair noted the following:

- NATA’s status as a not for profit organisation and registered charity did not mean that it would not need to consider and secure its future in the similar way that many of our members in the private sector do.-Growing the number of accredited facilities represented a challenge. Management had identified an opportunity for growth in Inspection, to the Board, which could be considered as a model for growth generally, into the future;
- The UTS research study into the economic value of NATA Accreditation in Australia provided objective evidence for NATA’s contribution to the Australian economy;
- Although NATA is a member based organisation, its objectives also include national interest such as protection of the community and facilitating trade. NATA therefore needed to give due consideration to impartiality and conflict of interest. The changes to the standard to which accreditation bodies must comply, ISO/IEC 17011:2017 has placed more emphasis of documenting how NATA manages these issues;
- That an ambitious but realistic program was underway to enhance NATA’s capability in the delivery of its services and to become more agile and responsive to the needs and expectations of members and stakeholders; and
- Members hold the right to determine candidates to be appointed to the NATA Board. NATA is committed to providing on-going training and professional development for those appointed, with a view to increasing the professionalism of the Board in general.

4. NEW BOARD APPOINTMENTS AND RETIREMENTS

The Chair announced that Dr Tony Landgren and Mr David Neville were retiring from the Board. The Chair acknowledged their contribution.

Dr Sanmarie Schlebusch was appointed to the Board, filling the member elected position. Mrs Agnes Tan was appointed to the Board, filling the Board nominated and member endorsed position. Their term would commence at the conclusion of the AGM.

5. THE YEAR IN REVIEW

The CEO provided a brief overview covering the following points:

- Financial results 2017 - 2018;
- Accreditation numbers. The number of accredited facilities remained stable in the year ended 30 June 2018;
- NATA's new Mission, Vision and Values

Vision

To support Australia's technical infrastructure, NATA accreditation underpins all activities that rely on testing, measurement, inspection and related services.

Mission

To deliver best practice and cost effective accreditation and complementary services that serve members and the national interest.

The new Vision, Mission and Values were rolled out with new Strategic Plan, effective from 1 July 2018.

- A new Strategic Plan for the period 2019 - 2021. It was noted that a number of business plan initiatives would be coming to fruition during this period;
- The University of Technology, Sydney (UTS) had launched a report entitled Economic Value of NATA Accreditation in Australia. This report is available from NATA's website;
- Formal agreements. A number of agreements had been signed and importantly this included the resigning for further 5 years, the MoU with the Commonwealth Government, in which NATA continues to be recognised as the national authority for accreditation of laboratories, Reference Materials Producers, and Australia's compliance monitoring authority for OECD Principles of Good Laboratory Practice as well as the peak authority for accreditation of inspection bodies and Proficiency Testing Service Providers.

6. FINANCIAL REPORTS

The Association's financial reports, the reports of the directors and the auditor's report for the financial year ending 30 June 2018 were received and accepted.

There were no questions on the reports for the auditor.

7. GENERAL BUSINESS WITH QUESTIONS FROM MEMBERS

Several questions were raised by members and they included queries on the appeal procedures and the cost, if any, associated with the appeal process.

As the question appeared to be specific to the member's appeal, the Chair concluded that the AGM might not be the appropriate forum and requested management to assist the member. There was also positive feedback on the NATA's work in assisting the Commonwealth Government on trade related matters.

There being no other business, the Chair declared the meeting closed at 12.55 pm.

Signed

Date