



Information on the S+SNZ Stakeholder Workshop

As at Thursday 18 October 2018

The Survey and Spatial New Zealand (S+SNZ) Stakeholder Workshop will be held on the morning of the AGM at the Wellington Club, Level 5, 88 The Terrace, Wellington (note that this is the same venue as the AGM). The draft agenda for that meeting follows and although items are not set to date, will be focused on topical issues for our profession – such as certification, with supporting documentation supplied as appropriate. If anyone has any item that they still wish to raise for discussion then there is still time to do so. Simply send the details to Jan Lawrence by email: jan@surveyspatialnz.org

Please note that all branches, streams, divisions and key S+SNZ leaders are supported to attend with transport, flights and accommodation supplied including a minimum of one night's accommodation in Wellington (for most on the night of the AGM but for some provincial centres we may need to fly you in on the night before).

The concept for the Stakeholder Workshop, that precedes the Communication Forum and AGM, is that priority S+SNZ related issues can be reviewed by those attending and membership views expressed, recorded and progressed. The views will then be developed further by staff and resulting recommendations evaluated by the Council and Board and where appropriate, redistributed for members' comment and ultimately become the base for future S+SNZ policy, plans or projects. The final notes will be posted on the website for membership consumption along with plans as they evolve.

1. Running Sheet

Council will hold its final meeting of the year on the 14th of November. Following that meeting, all the representatives of branches, streams, divisions, the Board/Council, invited members and others will assemble in Wellington to meet early on the morning of the 15th (some may have to fly in on the 14th). The stakeholder workshop will commence at 8.45am and end at 12.45pm followed by the Communications Forum (a focus on AGM material), the AGM, the induction of Fellows and the Antarctica Tribute Dinner networking function (this is not a compulsory event but will be of interest to many and a good chance to network). More information can be obtained from the [S+SNZ website](#). The full draft agenda is:

- **Day 1 Event 1: S+SNZ Council meeting**

Date: Wednesday 14 November

Location: Wellington Club

10am Council meeting - agenda to be set.

5pm End of meeting

- **Day 2 Event 2: Stakeholders Workshop**

Date: Thursday 15 November

Location: Wellington Club (all day)

8.45am Welcome and overview of the day – President

10.30am **Morning tea**

12.40pm Review and end.

12.45pm **Lunch**

- **Event 3: S+SNZ Communications Forum**

1.30pm Presidents welcome

2.40pm End.

2.40pm **Afternoon tea**

- **Event 4: S+SNZ AGM**

3pm AGM begins - follow agenda

4pm AGM ends

- **Event 5: Fellows Tribute**

4pm (est) Fellow tributes – order set by the President

5pm Drinks and nibbles - some members head home.

- **Event 6: Antarctic Surveying & Mapping in the 1960s**

5.30pm NZ Antarctic Society (*voluntary event offsite*)

Location: Victoria University lecture theatre Old Wooden Building Campus

6.30pm Ends

- **Event 7: Antarctica Tribute Dinner**

Location: Wellington Club

6.45pm Pre-dinner drinks

7.15pm Dinner (running sheet to be developed)

10.30pm Event closes

2. Process

All attendees at the Stakeholder Workshop must be by invitation and notification to the CEO. All branches, streams, divisions and key S+SNZ leaders should attend and all travel and accommodation costs will be covered by S+SNZ funds. Names can be transferred (i.e. the Chair could be replaced a another leader from the Branch) or extras added as requested but the numbers attending are limited by space.

All of those attending will be assigned a table in the on the basic principle that each table will have a good cross-section and mix of related skills and background.

Background material – if not included in the AGM papers that will be circulated on the 18th of October, will be circulated to branches, streams and divisions by no later than Friday 26th October. We encourage branches to meet between that date and Monday 12 November so that general membership opinions can be recorded or understood by their representative(s).

Feedback to S+SNZ on any papers is not restricted to those attending the workshop and can either be in writing and progressed by the meeting representative(s) at the workshop, given directly to staff or a combination of both.

3. Outcomes

A record of the base notes compiled will be circulated to all parties. Final papers will be signed off by S+SNZ or circulated as appropriate to the topic.

4. Review

To hold the AGM and have a full day of focus on our profession is powerful but can always improve. A review will take place after the event to evaluate the value of the workshop and act on improvement suggestions.

Slido – a website support programme, will be used during the event so please bring your phones, iPads or laptops as they will be able to function (with the ringtones off).

5. Papers

Watch out for any final papers on the 26th of October. All other papers are included with the AGM memo that will be circulated on the 18th of October including the Year Book, motions and all AGM papers.

6. Conclusion

If anyone has any questions or suggestions in advance of the workshop, then please feel free to make contact with Jan Lawrence at: jan@surveyspatialnz.org

Rebecca Strang
S+SNZ President