

2015

Proposed Changes to NZPI's Membership Categories



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The Board of NZPI has now concluded its consultation regarding the Membership Categories review and is asking Full Members of the Institute to vote on the necessary constitutional change that is needed to give effect to the proposed category amendments.

What are the proposed changes?

There are six proposed core changes to the constitution. What follows is the context in which each of those six constitutional changes have been proposed.

1) Technician Category

The Technician Category has just two members within it and membership of this category is contingent upon a qualification that no longer exists. It is therefore proposed that this category be removed from the Constitution effective 1 January 2016. Existing members of this category will continue to be recognised as Technician members, but no new applications for Technician category will be accepted.

2) Graduate and Intermediate Members

The Board has proposed a number of changes to the current Graduate membership category. These include:

- a) The proposal to have two classes for those who are graduates of accredited planning degrees. The two classes of membership will, if endorsed by the Full membership, be known as "Graduate" for graduates in their first two years of professional experience, and "Intermediate" for graduates with 3 to 6 years' professional experience.
- b) The proposal to require all Graduate and Intermediate members to undertake Continuing Professional Development (CPD). This doesn't require constitutional change but will be addressed via changes to the regulations later in the year. It is anticipated that Graduate members will be required to undertake 15 hours of CPD per annum, and Intermediate members will be required to undertake 25 hours of CPD per annum.
- c) The proposal to guide graduates through a pathway that culminates in full membership of the Institute. All graduates and intermediates will be encouraged and supported in their journey towards full membership via mentoring and CPD. It is proposed that intermediates be required to

apply for full membership of the Institute after six years of full time equivalent work within the planning profession as a Graduate/Intermediate, unless an extension of up to two years has been sought and granted. Such extensions shall be for special or exceptional circumstances. The provisions for an extension will be detailed in the regulations to enable the Board to ensure that the criteria and process for an extension can be modified or refined as necessary to support intermediate members in gaining full membership. If this requirement has not been met then the individual's membership of the Institute shall be deemed to have been terminated.

3) Non- Active and Retired Membership

It is proposed that the non-active and retired membership categories be moved to the regulations. This has two significant benefits, a) it reduces the overall number of current membership categories and b) provides the Board with the opportunity to review and revise both categories as required without needing to amend the constitution. For example, there has been throughout the consultative process a request to make the non-active category more flexible. This could be achieved if the category sits within the regulations.

4) Removal of Hon Fellow and Life Fellow

It is proposed that both of the above categories be removed from the Constitution and that the categories of Hon Member and Fellow be used to recognise those who have excelled. Existing Life Fellows and Hon Fellows will continue to be recognised as such, but no new Life or Hon Fellows memberships will be conferred.

5) Associates of the Institute

It is proposed that the wording relating to Associate membership be updated and that Associate not be titled 'members' but simply 'Associate'. It is considered that this change is necessary to address the current situation where many professional planners are using the Associate Member category as a default professional membership.

6) Free membership

It is proposed that the only members exempt from paying a subscription fee be students, existing Life Fellows and Honorary members.

Alignment within the Constitution – non-core changes

Whilst there are a number of other proposed changes to the Constitution they are largely semantic and required simply to a) align other clauses with the above fundamental changes, thereby creating consistency within the document or b) reflect a change in the way NZPI operates.

A sense of those non – core changes is provided below:

- 1) Clause 3.7 will be amended to reflect the smaller number of membership categories, becoming: ‘member’ where used alone or in the phrase ‘member of the Institute’ shall, unless a contrary interpretation appears, mean any Full Member, Graduate Member, Intermediate Member, Student member, Honorary Member or Fellow.
- 2) At times it is simply a matter of aligning the existing clause with a different number i.e. Clause 3.9 becomes aligned with Section 15.14.1 instead of 5.15.1.
- 3) Other amendments required relate to the deletion of clauses and/or the recognition that the clause will be dealt with via the regulations of the Institute.
- 4) And finally, some amendments are proposed to reflect changes in the way in which NZPI operates i.e. Clause 16.3 to become “notice of the AGM shall be posted or emailed to each member at least fourteen days prior to such meeting’. Thereby reflecting that we now communicate largely online.

Majority rules

The NZPI Constitution rules that the outcome of the ballot be determined by the preferences of the majority **of those Full Members who vote**.

If agreed, when will the changes come into effect?

If the changes are endorsed by Full members of the Institute then they will come into effect on 1 January 2016, although applications for removed categories of membership will not be accepted after 1 May 2015. In the interim the Board will make the required changes to the NZPI Regulations and officers will be working hard to ensure that the transition to the new category framework is as smooth as possible.

When will the results of the ballot be announced?

It is anticipated that the Chair of the Board, Bryce Julyan, will announce the results of the ballot in April, 2015.

Thank you

On behalf of the Board of NZPI, I thank you for your patience and engagement throughout the review of the Membership Categories. The review has been challenging and has generated much healthy debate within the profession, especially around the issue of registration of the profession. For those of you who

have supported the notion of a Chartered Category, please be reassured that the Board will review this issue within the next two years but at this point, there is insufficient support to progress the concept.

Warmest regards



Susan Houston
CEO

Proposed Changes to NZPI Constitution in Detail

Please note that the amendments have been colour coded as follows:

- Red text indicates a proposed amendment to existing clause
- Green text indicates a proposed deletion of an existing clause, or part thereof
- Blue text indicates a proposed additional clause

Rule	Current Rule	Proposed Amendment
3.7	'Member' where used alone or in the phrase 'member of the Institute' shall, unless a contrary interpretation appears, means any Full Members, Graduate Members, Student Members, Technicians, Fellows, Life Fellows, Honorary Fellows and Associate Members but not Retired Members, Honorary Members or Non-Active Members.	'Member' where used alone or in the phrase ' member of the Institute' shall, unless a contrary interpretation appears, mean any Full Member, Intermediate Member, Graduate Member, Student Member, Honorary Member or Fellow.
3.8	Full Member" means: 1. any member of the Institute elected in accordance with the provisions of Section 5.2; and 2. Fellows and Life Fellows unless specifically stated otherwise.	"Full Member" means: 1. any Member of the Institute elected in accordance with the provisions of Section 5.2; and 2. Fellows Life Fellows unless specifically stated otherwise.
3.9	"Fellow" means any member of the Institute elected in accordance with the provisions of Section 5.15.1. All Fellows are deemed to be Full Members in accordance with the Institute's Constitution and Regulations unless specifically stated otherwise	"Fellow" means any Member of the Institute elected in accordance with the provisions of Section 5.14.1 . All Fellows are deemed to be Full Members in accordance with the Institute's Constitution and Regulations unless specifically stated otherwise.

3.10	“Life Fellow” means any member of the Institute elected in accordance with the provisions of Section 5.16.2. All Life Fellows are deemed to be Full Members in accordance with the Institute’s Constitution and Regulations unless specifically stated otherwise.	Those Life Fellow members whose category of membership was removed from the Constitution from 1 January 2016 will continue to be recognised as Life Fellow members, but no new applications for Life Fellow membership will be accepted after 1 May 2015.
3.13	“Associate Member” means a member of the Institute elected in accordance with the provisions of Section 5.13	“Associate” means a person elected to the Institute in accordance with Section 5.12.
3.14	“Technician” means any member of the Institute elected in accordance with the provisions of Section 5.12.	Those Technician Members within the technician category removed from the Constitution on 1 January 2016 will continue to hold that membership but no new applications for Technician Members will be accepted after 1 May 2015.
3.15	“Non-Active Member” means any member who is not currently a practicing professional planner.	Rule to be deleted from the Constitution and proposed to be included in the Regulations.
3.16	“Retired Member” means any person who having been elected to Membership of the Institute subsequently retires from practice and requests to be transferred to the ‘Retired Members List’.	<p>Rule to be deleted from the Constitution and proposed to be included in the Regulations.</p> <p>New Rule 3.16 to be inserted:</p> <p>“Intermediate Member” means a Member of the Institute elected in accordance with the provisions of 5.6A.</p>

3.21	<p>“Honorary Fellow” means any member of the Institute elected in accordance with the provisions of Section 5.18.</p>	Rule to be deleted.
5.1	<p>There shall be eleven classes of membership, called respectively Full Member, Graduate Member, Student Member, Retired Member, Honorary Member, Technician, Associate Member, Non-Active Member, Fellow, Life Fellow, and Honorary Fellow.</p> <p>All classes except Student, Retired, Non-Active and Honorary may also be held on an “overseas” basis. Elevation to the classes of Life Fellow, Fellow, and Honorary Fellow is by invitation only.</p>	<p>There shall be six classes of membership, called respectively Full Member, Graduate Member, Intermediate Member, Student Member, Honorary Member, and Fellow.</p> <p>All classes except Student may also be held on an “overseas” basis. Elevation to the classes of Fellow and Honorary Member is by invitation only.</p> <p>Those Life Fellows and Honorary Fellows whose category of membership was removed from the Constitution from 1 January 2016 will continue to be recognised as Life Fellows and Honorary Fellows, but no new applications for either Life Fellow or Honorary Fellow will be accepted after 1 May 2015.</p>
5.6	<p>Every applicant for election as a Graduate Member shall have completed an academic planning programme at any New Zealand university, college or other teaching institution that has been accredited under policies and procedures adopted by the Institute’s Board, including international institutions recognised through agreements with international planning institutes.</p>	<p>Every applicant for election as a Graduate Member shall have completed an academic planning programme at any New Zealand university, college or other teaching institution that has been accredited under policies and procedures adopted by the Institute’s Board, including international—institutions recognised through agreements with international planning institutes.</p>

5.6A	No current Rule	<p>Insert new Rule:</p> <p>After two years of full time equivalent work within the planning profession a Graduate Member shall be eligible for Intermediate Membership.</p>
5.7	Upon reaching five years as a Graduate Member, the Graduate Member must meet the annual Continuing Professional Development requirements equivalent to that of a Full Member to ensure that current standards and practices in the planning profession are being met.	Every Graduate and Intermediate Member must meet Continuing Professional Development requirements as set out in the Regulations.
5.8	Where any graduate member has not been elected as a Full member within a period of ten years from the date of becoming a Graduate Member, the graduate membership shall cease and that member shall automatically become an Associate Member of the Institute unless an extension of that period is allowed following application to the Board.	After six years of full time equivalent work within the planning profession a Graduate and/or Intermediate Member shall have become a Full Member of the Institute, and in default that person's membership of the Institute shall be deemed to have been terminated unless an extension is granted in accordance with the Regulations.
5.9	A Full Member who withdraws from professional practice may request a transfer to retired status.	Rule to be deleted and proposed to be added to Regulations.

5.11	Every applicant for election as a Technician shall have taken a course of training and passed the examinations of any technical institute, college or institution that has been approved by the Board for Technician Membership.	To be deleted.
5.12	An applicant for election to Associate Member, shall be a person of good standing in the community, who is not otherwise eligible to become a member under any other class of membership, by reason of that person having a genuine desire to advance the purpose of planning as set out in this Constitution.	An applicant for election to Associate shall be a person having a genuine desire to advance the purpose of planning as set out in this Constitution. Associates shall have no rights to attend, speak at or vote at any General Meeting of the Institute or to take part in any election process or poll of Members, but Associates shall be entitled to such benefits as the Board determines from time to time.
5.13	Non-Active Member Any Full or Graduate Member may request the to move them to Non-Active membership for up to one year under the following conditions:	Delete from constitution and proposed to be included in Regulations.
5.13.1	Non-Active membership may be renewed annually, by written request, for no longer than five years;	Delete from constitution and proposed to be included in Regulations.
5.13.2	Non-Active members rescind all rights and privileges of Institute membership for the period in which they are Non-Active;	Delete from constitution and proposed to be included in Regulations.

5,13,3	Non-Active membership shall normally be granted for medical leave or maternity/paternity leave. Non-Active status will not normally be given for changes related to work in a career other than planning or overseas work.	Delete from constitution and proposed to be included in Regulations.
5.13.4	A Non-Active Member may no longer use any of the designatory letters stated in Section 2 of the Regulations;	Delete from constitution and proposed to be included in Regulations.
5.13.5	Non-Active Members who were previously Full Members may not sponsor or nominate anyone for any category of membership.	Delete from constitution and proposed to be included in Regulations.
5.14	The Board may from time to time offer invitations or accept nominations for persons to become a Fellow, a Life Fellow or an Honorary Fellow of the Institute in accordance with the following guidelines:	5.14 The Board may from time to time offer invitations, to or accept nominations for, a person to become a Fellow a Life Fellow or an Honorary Fellow of the Institute in accordance with the following guidelines.
5.15	Life Fellow When considering a candidate for elevation to Life Fellow of the Institute, the Board shall take into account guidance from the following criteria:	Delete from constitution.
	<ul style="list-style-type: none"> The candidate is a Fellow of the Institute. 	Delete from constitution.
	<ul style="list-style-type: none"> The candidate has rendered distinguished service to the profession of planning; that is, a service that is considered outstanding and generally 	Delete from constitution.

	performed by a person considered eminent and superior in reputation as a planner.	
	<ul style="list-style-type: none"> The candidate is most likely to be a person approaching retirement after a long and distinguished career in the planning profession. 	Delete from constitution.
5.16	<p>Honorary Fellow</p> <p>When considering a candidate for elevation to Honorary Fellow of the Institute, the Board shall take into account guidance from the following criteria:</p>	Delete from constitution.
	<ul style="list-style-type: none"> A candidate will not have been a Full Member of the Institute and need not have been a member of the Institute. 	Delete from constitution.
	<ul style="list-style-type: none"> The candidate will be distinguished by scientific, artistic, literary, political, or other eminent attainments and whose activities promote or have promoted the aims and objects of the Institute. 	Delete from constitution
6.3	The CEO shall have the authority to approve eligible candidates for Graduate and Student Membership, applications for membership only after all requirements identified in the Constitution, Regulations and other policies and procedures adopted by the Board have been met.	The CEO shall have the authority to approve eligible candidates for Graduate and Student Membership, applications for membership after all requirements identified in the Constitution, Regulations and other policies and procedures adopted by the Board have been met.
6.4	The Membership Convenor shall have the authority to approve eligible candidates for Full, Associate and Technician membership only after all requirements identified in the Constitution, Regulations and other policies and procedures adopted by the Board have been met	The Membership Convenor appointed by the Board shall have the authority to approve eligible candidates for Full Membership, Intermediate Membership and Associates and Technician membership after all requirements identified in the Constitution, Regulations and other policies and procedures adopted by the Board have been met.

6.6	The procedure for electing an applicant to membership as set out in the section shall also be used when transferring a Graduate Member and Technician to Full Membership.	The procedure for electing an applicant to membership as set out in the section shall also be used when an Intermediate Member applies to become a Full Member.
7.6	Each member shall undertake Continuing Professional Development (CPD) as required in the Constitution and Regulations.	To be deleted and replaced with new Rule 7.6 7.6 Continuing Professional Development (CPD) is compulsory for all active Full (including Fellows), Intermediate and Graduate Members. An annual record of CPD activity must be submitted by these members classes every such person in accordance with the Regulations.
7.7	Continuing Professional Development (CPD) is compulsory for all Full Members (excluding Life Fellows and Honorary Fellows), and Graduate Members who have held Graduate Membership for five or more years. An annual record of CPD activity must be submitted by these member classes in accordance with the Regulations.	To be deleted and replaced with new Rule 7.6 as below. 7.6 Continuing Professional Development (CPD) is compulsory for all active Full (including Fellows), Intermediate and Graduate Members. An annual record of CPD activity must be submitted by every such person in accordance with the Regulations.
10.4	Complaints made against an Associate Member shall first be referred to the professional body representing the Associate Member's primary profession before being referred to the Professional Standards Committee	Complaints made against an Associate member shall first be referred to any professional body representing the Associate's primary profession before being referred to the Professional Standards Committee and after being referred to the Professional Standards Committee the following Rules in this Section 10 shall apply as appropriate.
11.1	The Board may levy an entry fee upon each elected applicant for	The Board may levy an entry fee upon each elected applicant for

	<p>membership and transfer fee upon each member transferred from one class of membership to another and an annual subscription upon each member of the Institute.</p>	<p>membership and a transfer fee upon each Member transferred from one class of membership to another and an annual subscription upon each Member and Associate of the Institute.</p>
11.5	<p>If any member becomes unfinancial then without further notice the Board may suspend such member's rights of membership until such time as all payments are made.</p>	<p>If any Member or Associate becomes unfinancial then without further notice the Board may suspend such Member's rights of membership until such time as all payments are made.</p>
11.6	<p>If any member remains unfinancial for the period from the first due date of the membership subscription to the end of the financial year in which the subscription was drawn the Board may forthwith expel that person from the Institute and sue for all outstanding amounts.</p>	<p>If any Member or Associate remains unfinancial for the period from the first due date of the membership subscription to the end of the financial year in which the subscription was drawn the Board may forthwith expel that person from the Institute and sue for all outstanding amounts.</p>
11.7	<p>Any member who resigns from or who is expelled from the Institute shall not be entitled to any refund of his/her subscription or any part thereof</p>	<p>Any Member or Associate who resigns from or who is expelled from the Institute shall not be entitled to any refund of his/her subscription or any part thereof.</p>
11.9	<p>Honorary Members, Life Fellows and Honorary Fellows shall not be requested to pay any fees or to subscribe to the ordinary funds of the Institute</p>	<p>Honorary Members shall not be requested to pay any fees or to subscribe to the ordinary funds of the Institute, nor will those Life Fellows</p>

		and Honorary Fellows whose category of membership was removed from the Constitution on 1 January 2016.
16.2	At the Annual General Meeting the Board shall submit an Annual Report and audited Statements of Account. A copy of the Annual Report and Statements of Account shall be posted to each member, Honorary Member, Non-Active Member and Retired Members at least fourteen days prior to such Annual General Meeting.	At the Annual General Meeting the Board shall submit an Annual Report and audited Statements of Account. A copy of the Annual Report and Statements of Account shall be posted or emailed to each Member, Honorary Member, Non-Active Member and Retired Members at least fourteen days prior to such Annual General Meeting.
15.1	The Board shall have the power to make regulations on matters dealt with by the Constitution that may require further elaboration in detail and such Regulations shall be binding on all members.	The Board shall have the power to make Regulations on matters dealt with by the Constitution that may require further elaboration in detail and such Regulations shall be binding on all Members and Associates .
16.3	Notice of the Annual General Meeting shall be provided to each member, Honorary Member, Non-Active and Retired member at least fourteen days prior to such meeting	Notice of the Annual General Meeting shall be provided to each Member, Honorary member, Non-Active and Retired member at least fourteen days prior to such meeting.