

**Wynyard Quarter Transport Management Association
Board Meeting**

Meeting No.23

Date and time:	Wednesday 21 August 2019 10am
Attendees:	<ul style="list-style-type: none"> • Anita Potgieter (AP), Fonterra - Chair • Tim Fitzsimmons (TF), Goodman • Adam Davis (AD), Sanford • Louise Baker (LB), WSP Opus • Lucy Millier (LM), Mott MacDonald • Fred Botica (FB), Stolthaven Terminals • Miguel Menezes (MM), Auckland Transport • Ben Twigden (BT), 151 Property • Natasha Gordon (NG), Auckland Theatre Company • Fiona Knox (FK), Panuku • Peter Busfield (PB), NZ Marine • Brigid Rogers (BR), WQ TMA Coordinator
Apologies:	<ul style="list-style-type: none"> • Pippa Coom (PC), Waitemata Local Board Chair • Daniel Scott (DS), VHHL/Tramco • Lauren Tilson (LT), Precinct Properties • Michael Goudie (MG), ATEED
Notes taken by:	Brigid Rogers
Meeting held at:	ASB Waterfront Theatre

Item	Discussion and Action	By who
1	<p>Apologies and notes from last meeting / matters arising</p> <p>Apologies as noted above.</p> <p>Matter arising: TF had been in contact with Andrew Lamb regarding setting up a meeting</p> <p>LB had briefed an intern at WSP Opus on the barriers to mobility project and would report back on progress. BR mentioned the PHD study being undertaken and that she had linked LB with this person. BR mentioned that HOTC had suggested that the AC Design team may wish to have input.</p> <p>BR to follow up with PC regarding designation of FFFS areas. Notes from July meeting were approved – TF proposed seconded by AD.</p>	<p>TF</p> <p>LB</p> <p>BR</p>
2	<p>AC36 Auckland Activations Framework</p> <p>Michael Goudie phoned in his apologies and was unable to present on AC36. This item would be carried over to the next Board meeting, subject to Michael's availability.</p>	BR
3	<p>Te Wero Island / Wynyard Bridge Replacement</p> <p>A draft of the submission had been circulated and Board members had come back with some amendments and suggestions. The deadline for submissions had been extended until 28th August 2019.</p> <p>The Board asked that wet weather facilities be included in the submission and that changes be made to section 4.4 in agreement with PB NZ Marine.</p>	BR

	<p>FK explained that most of the activations of the bridge were for charter boats and the bridge operators do their best to gather boats together when possible to reduce the number of opening times.</p> <p>LM commented that often the bridge would open and 5 minutes later boats would appear, meanwhile people stood around waiting. LM asked if it is possible to get data on the activation times of the bridge. FK confirmed that a log is kept but that this is not made public.</p> <p>AP asked that FK share some data with the TMA so that trends could be identified and commuters would have a better understanding of the situation. FK to investigate this possibility.</p> <p>FB observed that the number of marine vessels in the area had not increased but the number of people using the bridge had dramatically increased.</p> <p>PB commented that the On Water Boat show taking place at the end of Sept would see additional boats and more activity than normal in and around the waterfront. AP requested that information on the event be circulated to TMA members.</p> <p>LB asked which businesses had submitted separately on the Te Wero crossing. NG confirmed they had and BR to check and see if ASB had done so.</p> <p>PB suggested that the proposed 8 month transition period seems very long and asked when the work might start. FK said that the consent process was the first thing to get through followed by funding and a start date would be determined after that. FK also mentioned that the 8 month transition period was based on the current design and pre-AC36 completion plan. With more time available, this will all be revisited.</p> <p>LM asked what planning is being done in terms of transport for the America's Cup. FK reported that AC Events team would be working through the processes with AT, ATEED and AC. WQ knows how to put on a good event the issue is who is paying for what. AC events and ATEED due to present at the October Board meeting.</p> <p>AP confirmed that the TMA had met with Grant Calder and he was keen to work with and through the TMA. Grant had mentioned that on some of the race days volumes would be higher than others. He also mentioned that as yet no specific contact at AT had been identified.</p>	<p>FK</p> <p>PB</p> <p>BR</p>
<p>4</p>	<p>Funding</p> <p>AP confirmed that AT had committed funding for this financial year. The details were being worked through. Despite a positive response from the CEO of AT as yet no representative had been nominated to attend the Board meetings and AP would follow up on this.</p> <p>TF had drafted an email to potential sponsors and would like to ask them to present at a future Board meeting. This was agreed for either the September or October Board meeting. TF to follow up.</p>	<p>AP</p> <p>TF</p>
<p>5</p>	<p>Updates</p> <p>Chair</p> <p>AP reported that September would be the last Board meeting for Pippa Coom. AP reported that she and TF had attended a recent Building Council event and the main challenges were around funding and finding people to complete the building works. Across ANZ there is a shortage in infrastructure labour. The high demand for labour adds to the final costs.</p> <p>Panuku</p> <p>FK reported that a meeting had taken place between Panuku and AT regarding bus layovers. Pete Moth from At had contacted the TMA looking for evidence of where commuters are coming from for future planning of the network.</p>	

	<p>FK has a meeting arranged with Kristen Webster and will raise the joint project with her. The next stage is to undertake some research on best practise and this would be done once preferred work streams have been identified.</p> <p>Auckland Transport MM commented that BR was up to speed with activations at AT, and that AT were deciding who would be the representative on the TMA Board. MM was aware that BR and Abigail Mace were in regular contact and offered to join in on those meetings if needed. MM affirmed his commitment to working with businesses.</p>	<p>FK</p>
<p>6</p>	<p>Items of interest /AOB</p> <p>Auditor & accounts AD suggested that BR send a copy of the report done last year and he would approach Sanford accountants to see if they would assist. LB reported that some Incorporated Societies have reciprocal agreements for reviewing accounts. This was not something the TMA could do as we don't have relevant expertise to share. PB reminded the TMA that the accounts needs to be reviewed, not audited and cautioned on ensuring we use correct language when requesting assistance.</p> <p>Hospitality rep AP suggested reaching out to businesses on North Wharf to grow our membership and invite more involvement with the TMA Board. NG offered to reach out to some of the establishments they work with, noting that the timing will be subject to her availability do to current workload and capacity.</p> <p>Inugo & Fringe Benefit tax implications AP reported that Inugo had been slow to get the trial underway at Fonterra. BR reported that the advice obtained by HOTC from GT was that there should be no FBT implications for employers. Tax and GST may be due on income obtained from renting car parking spaces.</p> <p>Promotional videos update NG reported that tweaking of the bus video was underway. Other videos planned would be made as and when time allowed at ATC.</p> <p>Deputy Chair AP reminded the Board that TF had stated at the AGM his wish to step down as deputy chair. AP thanked TF for all his work. LB had now stepped in as deputy chair and AP asked that this be formalised. Proposed by AP seconded by NG</p> <p>Annex 18 survey AP asked MM to update the Board on Annex reporting. MM commented that he was keen to move away from costly reporting that was only capturing data once a year. MM felt that the monthly city centre monthly reporting that had been going on for three years, was much better. AT had set that up and it was working well. MM keen to find out exactly how many vehicles are coming into WQ, rather than just a snap shot. MM commented that the 70:30 was aspirational and that he was keen to capture data from staff travel surveys.</p> <p>LB & FK confirmed that the 70:30 split is a policy and a regulatory requirement not just an aspiration. LM asked how pedestrian counts are being managed at the moment, including micro mobility. AD commented that scooters had grown hugely in numbers and was concerned that they were not being counted. MM was aware that there were pedestrian counters which also counted cyclists but was not sure how scooters were currently being measured. MM asserted that he felt scooter users were in the main walkers before swapping modes.</p>	<p>AD</p> <p>BR</p> <p>NG</p>

BR expressed concern that the TMA had not been involved in any discussions around the Annex 18 survey not being undertaken this year and that there was now a gap in the continuity of data for WQ. TF reiterated that the TMA were keen to help gather meaningful data. MM apologised that there had not been consultation with the TMA. BR to respond to an email send from MM regarding Annex 18.

BR

Other TMAs being set up in NZ

AP asked LM and LB to update the Board on work they were doing on establishing TMA's in other areas.

LM confirmed that Mott MacDonald were working with Dunedin Council. This was around coordinating activities such as the relocation of the hospital and putting in place Travel Plans and sharing some insights. LM thanked BR and AP for their quotes on making TMA's work effectively.

LB talked about the resort based TMA that she is working on for Queenstown. WSP Opus are exploring setting up a TMA and had been connecting with the local business association and residents associations. Queenstown is the 6th highest growth area in NZ. LB commented that they were trying to find funding from different sources, including a TDM contestable fund that was being set up by NZTA. BR asked if the TMA could access these funding opportunities and LB reported that the NZTA funding mentioned was not yet a certainty.

Climate Action Framework

BR reported that she would be reviewing this document with a view to making a submission on the transport section.

BR

AT Commute Awards

These would be taking place in November – more details yet to be released from AT. LM mentioned that Mott MacDonald had done a video last year and that was available online.

Ebike Expo

This will take place 15/16 November over a Friday and Saturday this year so BR was hopeful that more commuters could gain access and benefit from this event.

Residents

BR had made contact with a local residents group as part of the Te Wero Bridge consultation process.