

<b>Wynyard Quarter Transport Management Association</b>		<b>Meeting No.14</b>
<b>Board Meeting</b>		
<b>Date and time:</b>	<b>Wednesday 19<sup>th</sup> September 2018 10am</b>	
<b>Attendees:</b>	<ul style="list-style-type: none"> <li>• Lester McGrath (LM), Auckland Theatre Company – Chair</li> <li>• Adam Davis (AD), Sanford</li> <li>• Miguel Menezes (MM), Auckland Transport</li> <li>• Dave Luxton (DL), Precinct Properties</li> <li>• Peter Bowden (PBP), Precinct Properties</li> <li>• Louise Baker (LB), WSP Opus</li> <li>• Peter Busfield (PB), NZ Marine</li> <li>• Bernard Trevor (BT), ASB</li> <li>• Brigid Rogers (BR), WQ TMA Coordinator</li> </ul>	
<b>Apologies:</b>	<ul style="list-style-type: none"> <li>• Anita Potgieter (AP), Fonterra – Chair</li> <li>• Fiona Knox (FK), Panuku</li> <li>• Murray Helm (MH), Bulk Storage Terminals</li> <li>• Fred Botica (FB), Stolthaven Terminals</li> <li>• Pippa Coom (PC), Waitemata Local Board Chair</li> </ul>	
<b>Notes taken by:</b>	Brigid Rogers	
<b>Meeting Held at:</b>	ASB Waterfront Theatre	

<b>Item</b>	<b>Discussion and Action</b>	<b>By who</b>
<b>1</b>	<p><b>Apologies and notes from last meeting / matters arising</b></p> <p>Apologies as noted above.</p> <p>LB suggested that the priorities item 3 be changed to “optimising car parking – seating the asset” and add in “Calculate benefit cost ratio”. BR explained that these would be reflected in the annual review being discussed later on the agenda.</p> <p><b>Matters arising</b></p> <p>TMA accounts - ASB offered to see if they could get the TMA accounts reviewed.</p> <p>DL as a signatory would need to be taken off bank accounts as this was his last meeting</p> <p>Facebook -Sanford offered basic assistance with Facebook uploads. AD to contact BR with details</p> <p>Animated PT map – an offer of service had been circulated with the agenda. PB asked if all the figures were in NZ dollars and wanted assurances that there would be no additional costs or risk to the TMA. LB confirmed that the figures were in NZ dollars and any currency risk would be taken by the UK supplier. WSP Opus would oversee the project for a cost of no more than \$540. PB proposed that the offer be accepted, seconded by AD- agreed. LB to engage contractors and give Board members time to comment on the final version of the animated map.</p> <p>LB asked if it was possible to analyse PT data in WQ before and after the animated map is introduced. MM said he thought that this would be possible.</p> <p>Notes from August meeting approved - proposed by AD seconded by LM.</p>	<p><b>BT</b></p> <p><b>BR /AD</b></p> <p><b>LB</b></p> <p><b>MM</b></p>

<p><b>2</b></p>	<p><b>Presentation: Michael Goudie Wynyard Edge Alliance</b></p> <p>Fiona Knox phoned in for this item.</p> <p>MG explained that the WEA sits under Panuku. The Environment Court (EC) hearing had taken place over 3 days and they are now awaiting that decision. There was acknowledgement from the EC on the amount of work that had been undertaken by all parties to reach agreements. The judge also commented on how well progressed the management plans were, and that gave certainty and assurances as to how the project will be progressed. WEA are in an interim phase working towards the delivery phase, once EC has made its decision. WEA are, in conjunction with independent estimators, working on costings for the delivery of the project and hope to start work in late November.</p> <p>Next meeting of the Community Liaison Group is on 27<sup>th</sup> September 730am at ASB (Cube meeting room). Grant Calder from Americas Cup Events Limited and Stuart Turner from ATEED will be presenting.</p> <p>Works on repairs to Wynyard Wharf had been reprioritised to start this week.</p> <p>WEA team will be moving into the Mason Bros building in early October. WEA are keen to be a good neighbour and would look to join the TMA.</p> <p>LM congratulated FK on getting the EC time down to 3 days and recognised that it had been a challenging time for Panuku. LM asked about the future role of WQ TMA and was keen to know how the TMA could add value in relation to transport.</p> <p>MG said he would send through the refreshed plans to the TMA when they are ready to be circulated.</p> <p>LB mentioned that other TMAs had done a lot of work in helping get people to events and was keen to see some good outcomes for the TMA.</p> <p>FK commented that she saw the communication channels that the TMA has established as being very valuable. The messaging around construction will be starting soon. FK recognised that car parking would remain an issues and unlocking private car parking would be a huge help to the AC event and the area as a whole going forward. FK suggested that the TMA should use the AC event to get projects initiated, bring focus on the issues in WQ and perhaps bring other projects forward.</p>	<p><b>ALL</b></p> <p><b>MG</b></p>
<p><b>3</b></p>	<p><b>Presentation from Sue Philbin TPC</b></p> <p>SP explained to the Board that she was undertaking a Travel Plan on behalf of Willis Bond on a property at 141 Pakenham Street. The Resource Consent states that: <i>Site Travel Management Plan and Reporting and Monitoring - within two calendar months of the occupation of the buildings a Site Travel Management Plan for the activities shall be submitted to, and approved by, the Council (Team Leader Compliance and Monitoring Central in consultation with the Wynyard Quarter Travel Management Association) showing that the activities will be managed to minimise private vehicle travel to and from the site and provide additional cycle parking facilities to achieve Objective 14.9.3.10 of the District Plan using methods outlined in Part A of the Wynyard Quarter Transport Plan. The Site Travel Management Plan shall also address the criteria of clause 19.9.9.3.2 of the District Plan.</i></p> <p>Although the approval lies with Auckland Council there is a requirement to consult with WQ TMA, hence the presentation today. Surveys will be carried out in October (avoiding school holidays) in line with the WQ Plan 2014.</p> <p>LM asked if SP would share the survey data with the TMA, along with any actions or recommendations which may arise from the Travel Plan. SP explained that Willis Bond would have to agree to that, but she would ask.</p> <p>PBP had concerns about speeds of vehicles and would pass that onto SP and AT</p> <p>LM thanked SP for attending.</p>	<p><b>SP</b></p> <p><b>PBP</b></p>

<p><b>4</b></p>	<p><b>Funding update</b></p> <p>MM confirmed that AT would support the TMA with a contribution of \$30,000 and that the paperwork to make that payment was underway. AT would have some expectations around that funding and the parameters of that need to be agreed with TMA. MM to send through draft document to BR.</p> <p>MM also explained that AT spend other money in WQ such as the annual Annex 18 survey (\$50k) and travel expos.</p> <p>LM thanked MM for the funding but wanted to better understand the expectations around the funding. LM explained that the TMA was keen to add value and have expertise and capacity round the board table.</p> <p>MM commented that he was trying to work out how AT fits with the TMA, and the best way of working together. TMA was a good liaison point to achieve collective outcomes. AT was concerned with mode share and safety in WQ.</p> <p>LM stressed that as a membership organisation TMA needed to deliver tangible benefits to the membership.</p> <p>BR pointed out that the Annex 18 survey was a statutory requirement for AT, and any spending should be seen as completely separate from the TMA. LB asked that if cost savings could be made on the Annex 18 survey could those funds then be allocated to the TMA. MM confirmed that would not be possible.</p> <p>MM saw that there might be a possible conflict of interest with AT and the TMA. MM suggested annual “health checks” of businesses, annual staff travel surveys, which could all be fed into AT. AT working towards the 70:30 mode split, and keen to explore ways to influence mode share. LB stressed she saw opportunities for collaboration, not conflicts of interest. LB pointed out that the mode split had been revised to a 90:10 in order to keep the area moving.</p> <p>MM keen to get feedback on travel expos. BR mentioned that the expo at ASB drew 100 staff. BR also commented that there was no mechanism for capturing feedback at the ASB expo. MM confirmed that AT staff did capture feedback and would share that with WQ TMA. MM also commented that the success of Expos very much depended on the businesses and their willingness to make change.</p> <p>DL pointed out that the AT funding was a key to unlocking other funding sources and that the TMA did not want to just be a talking shop. With limited funding that was a danger.</p> <p>MM asked how other TMA’s were set up and funded. LB gave examples of Seattle, Palo Alto and Macquarie Park. <i>(Post meeting note: Macquarie Park 2015/16 received \$400,000 from Transport for NSW and City of Ryde).</i></p> <p>MM commented that the role of AT was to “manage the network”. MM questioned why the funding rested with AT.</p>	<p><b>MM/ BR</b></p>
<p><b>5</b></p>	<p><b>AGM</b></p> <p><b>Annual review</b></p> <p>BR circulated copies of a proposed annual review which would be used to encourage membership as well used at the AGM. The document would be online and would cover a review of the work done last year as well as setting out the priorities for next year.</p> <p>PB thought it looked good and once fine-tuned could be a useful tool. BR to progress ready to be reviewed by Board.</p>	<p><b>BR</b></p>

	<p><b>Format of AGM</b> General agreement that AGM might be better as part of an event being already undertaken by say Panuku. BR to look at options. LM asked that the role in relation to the America's Cup be finalised and promoted to members.</p> <p><b>Review of membership fees</b> BT urged caution over increasing fees as members needed to see the value of being part of the TMA. Agreed that there should be no changes to fees this year. PBP suggested contacting the Body Corporate managers so that residents' views can be taken into account. DL mentioned that budgets for this year may have been allocated but good to make connections.</p> <p><b>Review of accounts</b> BT offered to see if anyone at ASB could assist with this.</p> <p><b>Board elections</b> BR reported that MH had indicated that he would be stepping down at the next AGM and that would leave 5 vacant seats on the Board.</p>	<p><b>BR</b></p> <p><b>PBP</b></p> <p><b>BT</b></p>
<p><b>6</b></p>	<p><b>Updates</b> No updates were received.</p>	
<p><b>7</b></p>	<p><b>Items of interest / AOB</b></p> <p><b>Future of the tram in WQ</b> BR asked for comments on the document circulated on behalf of Auckland Electric Tramways Trust. The Board acknowledged that the Tram had been a tourist amenity. However with improvements to the public transport network the Board felt that the needs of office workers and visitors was now adequately catered for. The Board noted that the only missing connection was a direct link between WQ and Britomart. BR to respond to Auckland Electric Tramways stating that the WQ TMA Board remained neutral on the future of the tram in WQ.</p> <p><b>Motorbike parking in WQ</b> A commuter had contacted AT regarding increased provision for motorbike parking in WQ. AT had suggested contacting WQ TMA. MM confirmed that provision of additional spaces was the jurisdiction of AT and he would report back at the next meeting.</p> <p><b>Inugo update</b> DL stated that the spaces at Generator were now up and running but that more spaces were needed in order to prove the workability of the scheme. It was noted that work had started on a trial at Fonterra. LB asked if it would be possible to explore pre booking of spaces on the app. BR to talk to Inugo MM mentioned that AT were looking at a new app Liftango</p> <p><b>Bus layover update</b> Paul Edmonds had met with BR and PB and asked for a further 45 meters of Beaumont Street be given over for bus layovers. AD commented that the reason for the buses being laid over was poor scheduling and once that was reviewed there would be a reduced need for layovers. There were concerns about safety as numerous buses reduced visibility for drivers, cyclists and pedestrians. It was pointed out that NZ Bus have a depot in WQ and space should be made</p>	<p><b>BR</b></p> <p><b>MM</b></p> <p><b>BR</b></p>

	<p>available there. WQ TMA determined that they would have a policy statement “WQ TMA request that the area not be used as a bus layover zone” Proposed by PB seconded by LM.</p> <p><b>DL leaving</b></p> <p>LM thanked DL for his strong thinking and commitment to the WQ TMA Board and wished him well with the Commercial Bay project.</p>	
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