

ANNUAL GENERAL MEETING

Friday 30th November 2018 at 1230pm

Held at ASB Waterfront Theatre, 138 Halsey Street, Wynyard Quarter

1. Attendees were confirmed as follows:

Company	Name
151 Property	Mike Prentice
151 Property	Ben Twigden
Auckland Theatre Company	Lester McGrath
Auckland Theatre Company	Natasha Gordon
Auckland Transport	Miguel Menezes
Bayleys	Penelope Baber
Bulk Storage Terminals	Murray Helm
Fonterra	Anita Potgieter
Goodman	Tim Fitzsimmons
Heart of the City	Tania Loveridge
Heart of the City	Viv Beck
Mott MacDonald	Lucy Godfrey
NZ Marine	Peter Busfield
Panuku	Fiona Knox
Precinct Properties	Graham Kristiffor
Sanford	Adam Davis
Stolthaven Terminals	Fred Botica
Tramco	Daniel Scott
Waitemata Local Board	Pippa Coom
WEA	Danielle van Sambeek
WQ TMA Coordinator	Brigid Rogers
WSP Opus	Louise Baker

Apologies received from:

Miguel Menezes	Auckland Transport
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2. Welcome and house keeping

Lester McGrath (LM) welcomed everyone to the ASB Waterfront Theatre and explained the process should there be an emergency. LM then handed over to Anita Potgieter (AP), as Chair of WQ TMA to present the AGM documentation.

3. Notes of the last AGM

AP reported that this was held on 12th July 2017 and notes of that AGM had been circulated to all those who had indicated their intention to attend the AGM. A copy of the notes is available on the TMA website.

The notes were agreed as correct – proposed by Peter Busfield and seconded by Tim Fitzsimmons.

4. Review of 2017 to 2018

AP informed the attendees that copies of the Annual Review were available at the AGM and are also on the TMA website. Highlights from last year included:

- Advocating for safer speeds
- America's Cup 2021 submissions & representations
- Communication – website, e newsletters & Facebook
- New carpool landing page
- Strategic Plan 2018 – 2021
- Travel planning with major employers

5. Review of financial accounts year ending 30 June 2018

AP reported that a review had been undertaken by Browne's Chartered Accountants, Albany, Auckland. Browne's are independent Chartered Accountants who specialise in audits and have no connection with the TMA in any capacity.

"Qualified Conclusion

Based on our review, except for the effects of the matter described in the Basis for Qualified Conclusion paragraph, nothing has come to our attention that causes us to believe that:

- a) *The reported outcomes and outputs, and quantification of the outputs to the extent practicable, are not suitable:*
- b) *The performance review does not give a true and fair view:*
 - *Of the financial position of WQ TMA as at 30 June 2018, and of its financial performance and cash flows for the year then ended: and*
 - *The entity information and its service performance for the year then ended in accordance with PBE Simple Format Reporting standard – Accrual.*

Dated 27 November 2018"

The review was been circulated to all those who had indicated they would be attending the AGM and is on the TMA website.

AP asked the members present to agree and approve the financial review for the previous year.

The Review was accepted and approved – proposed by Adam Davis and seconded by Lester McGrath.

6. Proposed change to TMA Rules

In order to obtain non profit status the IRD requested that clause 36.2 be added to our rules. This clause was shared with members of WQ TMA and is shown in context and in italics below:

36. ALTERATION OF OBJECTS AND RULES

36.1 Subject to the provisions of the Act, Rule 36.2 and the statement of objects, these Rules may be altered, rescinded or added to only by a Special Resolution of the Association provided that no addition to or alteration or rescission of the Rules shall be effective if it affects the objects, pecuniary benefits or winding up clauses (refer to Rules 3, 12 and 40).

36.2 The objects, personal benefit and winding up clause of these Rules cannot be altered. The provision and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this documents.

AP asked that members vote on the proposed change to the TMA Rules. This was agreed – proposed by Louise Baker and seconded by Fred Botica.

7. Action Plan and budget for 2018 to 2019

AP ran through the highlights of the proposed Action Plan. Four key areas had been identified:

7.1 Sustainability

Seek to reduce single occupancy trips and congestion in WQ, increase the levels of understanding of sustainable transport options and collaborate with CCO's to work towards C40 fossil fuel free streets goals

7.2 Innovation and new technology

Make efficient use of current car parking capacity, increase utilisation of electric transport modes, and seek to introduce carpooling verification technology

7.3 Accessibility and safety

Safer journeys for all modes of transport in WQ, (including active modes), advocate for roading changes as required. Working with the planning for the America's Cup will form a major part of this work

7.4 Advocacy, communication and consultation

Represent views of TMA members on key issues, communicate relevant information, mitigate impact of major events, and strive to build a WQ community.

AP presented the draft budget (shown below) and explained that the Board may review the budget over the coming months, as priorities may change. AP thanked Auckland Transport for their ongoing support.

Income	
Membership fees	20,000
Core funding - Auckland Transport	30,000
Project funding	20,000
Total income	70,000
Programme costs	
Expos	2,000
Member activations	1,000
Carpool initiative	2,000
Event coordination	2,000
Marketing	2,000
Advocacy	
Professional fees & research	2,000
Comms	
Website	2,000
Facebook, EDM and other	1,000
Administration	
Contractor	54,000
Contingency	2,000
Total expenses	70,000

Members had no questions, so AP asked that the members present accept the proposed Action Plan and Budget for 2018 to 2019. This was agreed – proposed by Adam Davis and seconded by Tim Fitzsimmons.

8. Appointment of WQ TMA Board

AP confirmed that the founding signatories would remain on the Board. These are: Auckland Theatre Company, Fonterra, Goodman Property Services, NZ Marine, Sanford and WSP Opus. Bulk Storage (who were a founding signatory) have stepped down from the Board as their business in the area is being wound down.

Appointment of new Board members:

Following a formal election process the following businesses will be joining the Board:

- 151 Property
- Mott MacDonald
- Precinct Properties
- Viaduct Harbour Holdings Ltd.

AP reported that one seat was still available and that Stolthaven Terminals had submitted a late application. Under Rule 15.2 late nominations can be accepted at the AGM.

The TMA members present accepted the new members and the late application from Stolthaven Terminals. This was proposed by Peter Busfield and Seconded by Tim Fitzsimmons. AP congratulated all new Board members and asked that all Board members stay behind for a quick Board meeting at the conclusion of the AGM.

9. Acknowledgements

AP thanked everyone for attending and in particular the members of the Board for their hard work over the last eighteen months. AP thanked Auckland Transport for their funding. Special thanks went to Pippa Coom (from the Local Board) and Fiona Knox (Panuku) for their advocacy efforts on behalf of the TMA.

Ends.