

# Minutes – Open Agenda

- What:** Minutes of a Meeting of Board of Directors
- Where:** Waitawa Board Room, Level 7, 21 Pitt Street
- When:** Friday 29 April 2011, 8.00am
- Who attended:** David McConnell (Chair)  
John Law  
Franceska Banga  
Vivien Bridgwater  
Richard Jeffery  
Norm Thompson
- Apologies:** Peter Drummond (Deputy Chair)
- In Attendance:** Michael Redman (Chief Executive)  
Grant Jenkins (Manager Corporate Services & Minute Taker)  
Clyde Rogers (Manager Business and Sector Development) – items 6 and 7  
James Robinson (Operational Strategy Manager) – item 8
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## Background

- A. David McConnell has been appointed as Chairperson and acted in this capacity for the meeting.
- B. It was noted that a quorum of directors was present and that each director had been given proper notice of the meeting, agenda and draft recommendations pertaining to agenda items.

## General Business

No members of the public or media were present at the meeting.

## Agenda Items & Resolutions

### 1. Apologies

Received from Peter Drummond.

## 2. March Minutes:

- (i) In relation to the recommendations within the report around the minutes of the March meeting, the Board resolved that:

- a) **The Open minutes of the ATEED meeting held on 25 March 2011 to be confirmed as a true and correct record.**

**Moved:** Richard Jeffery  
**Seconded:** Vivien Bridgwater  
**Vote:** Carried unanimously

### **Matters arising from the minutes:**

The number of members of the public and media who attend Board meetings to be recorded in the minutes.

## 3. Register of Directors Interests:

- (i) Changes were noted for David McConnell, John Law, Franceska Banga and Richard Jeffery.

## 4. Chief Executive Activity Report:

- (i) The CE spoke briefly to the report.
- (ii) The CE expanded on the detail of the June 9 Tourism and Events update session and the Mayor's proposed participation in the session.
- (iii) Questions asked and discussion points arising from the report were:
- Re the Visitor Strategy, what the programme for stakeholder engagement looked like
  - Importance of having an engaging dialogue with the key stakeholders of the Tourism sector
  - Emphasis should be put into convention centre and convention business within the Visitor Strategy
  - Close liaison and co-ordination with the other CCOs should be occurring, via CCO to CCO briefings and presentations. Focus for ATEED should be on the relationship with Regional Facilities Auckland and Auckland Waterfront Development Agency. These CCOs to come and present at workshop sessions of the Board, over the coming months
- (iv) The Chair suggested that Dr Roger Blakely come and present to the Board on the spatial plan, so that the ATEED Board can provide feedback on the plan and the priorities within it.
- (v) In relation to the recommendations within the report around the Chief Executive's Activity report, the Board resolved that:

- a) **The report be received.**

**Moved:** John Law  
**Seconded:** Vivien Bridgwater  
**Vote:** Carried unanimously

## 5. Quarterly Financial Report:

- (i) Grant Jenkins spoke briefly to the report.
- (ii) Directors asked a number of questions to gain an understanding of the financial reports and results within them.
- (iii) Andrew McKenzie, CFO Auckland Council, to be invited to a future Board meeting to explain some of the accounting approaches and treatment used.
- (iv) Suggestion that this happens when ATEED draft full year accounts (to 30 June 2011) are available for review by the Board.
- (v) In relation to the recommendations within the report around the quarterly financial report, the Board resolved that:
  - a) **The report be received.**
  - b) **The Net Surplus of \$11.991m for the period ending 31 March 2011 be noted (\$9.530m after error adjustments).**
  - c) **The forecast end of year surplus of \$6.01m excluding deferral of selected RWC opex costs into FY2012 be noted. This is a \$2.96m favourable variance against the full year budget.**
  - d) **The Board recommends \$815K of RWC opex be carried forward into FY2012, with the agreement of Auckland Council Finance. Management will confirm to the Board when this is agreed and in place.**
  - e) **The Board notes the end of year favourable variance cannot be retained by ATEED and is returned to Auckland Council as savings within the 2010-11 year.**

**Moved:** John Law  
**Seconded:** Franceska Banga  
**Vote:** Carried unanimously

## 6. NZ Food Innovation Manukau Ltd – Statement of Intent:

- (i) Clyde Rogers spoke to the report.
- (ii) Directors asked a number of questions about the SOI and detail within it.
- (iii) Changes were suggested to the wording of the SOI and the content of the document. Business Plan and Budget detail needs to be added to the document to make it more meaningful.
- (iv) Clyde Rogers and the CE noted changes suggested by the Board, notably performance of products (contribution to export growth) that were developed within the Centre and hard targets around Centre revenue to be achieved.
- (v) It was suggested that the name be changed to NZ Food Innovation (Auckland) Ltd; dropping the Manukau term within the current name.
- (vi) The Chair prompted that a sinking fund for equipment re-investment needs to be established for the centre, given the rate at which food technology changes.

(vii) In relation to the recommendations within the report around the NZ Food Innovation Manukau Ltd – Statement of Intent, the Board resolved that:

- a) **The ATEED Board approves the draft SOI “in principle” and that authority is granted to ATEED’s Chairman and Chief Executive to finalise the detail of the SOI with the board of NZFIM Ltd.**
- b) **That the ATEED Board requests the name of the Centre be changed to NZ Food Innovation (Auckland) Ltd.**

**Moved:** Richard Jeffery  
**Seconded:** John Law  
**Vote:** Carried unanimously

#### **7. NZ Food Innovation Manukau Ltd – Directors Fees:**

- (i) The report and the recommendations were briefly discussed.
- (ii) In relation to the recommendations within the report around the statement of focus for NZ Food Innovation Manukau Ltd – Directors Fees, the Board resolved that:

- a) **The report be received.**
- b) **Approval be given to pay the board of directors of New Zealand Food Innovation Manukau Ltd directors fees, from 1 July 2010, of \$10,000 per annum and that the Chairman be paid a fee of \$15,000 per annum (from within the company’s own revenue).**

**Moved:** John Law  
**Seconded:** Richard Jeffery  
**Vote:** Carried unanimously

#### **8. Review of the People in Economy Chapter of Auckland Unleashed:**

- (i) The CE introduced the report and gave some context to the formation of the chapter that is the subject of the report.
- (ii) The CE gave the Board an overview of the process of creating and delivering a spatial plan and its role in the use of land, resource consenting and the district plan limits.
- (iii) The Board suggested the following points be added to the feedback on the chapter:
  - what are the cultural attractions infrastructure elements and where do they get referenced?
  - the four themes, Action Areas, page 81, are these the only themes, are they the critical themes?
- (iv) Further questions and suggestions prompted by the chapter were:
  - what are the priorities from ATEED that we communicate to the Mayor, to communicate to central government?
  - The word “welcoming” be added to the vision statement:

*“Auckland: The World’s most liveable and welcoming City.”*

- Auckland be positioned as the most educated city in New Zealand, based on the scale of tertiary education activity taking place within Auckland
- (v) In relation to the recommendations within the report around the statement of focus for Review of the People in Economy Chapter of Auckland Unleashed, the Board resolved that:

- a) **The report be received.**
- b) **This report, together with Director's feedback, be forwarded to Auckland Council as formal feedback on the People and Economy chapter of Auckland Unleashed, The Auckland Plan Discussion Document.**

**Moved:** Norm Thompson  
**Seconded:** Vivien Bridgwater  
**Vote:** Carried unanimously

Management Action:

Paper to be produced for circulation to the Board, on the overall priority areas and key issues considered within the Auckland Plan. Time to be put aside by the Board to meet and discuss the paper.

The Chairperson declared the Open Meeting closed at 10.41 am

**SIGNED** by the Chairperson as an accurate record of the meeting:

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Chairman

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Date