

Minutes – Open Agenda

- What:** Minutes of a Meeting of Board of Directors
- Where:** Rangitoto Room, BNZ Partners Building, Level 3, 61 Constellation Drive, Mairangi Bay
- When:** Friday, 24 February 2012, 8.30am
- Who attended:** David McConnell (Chair)
Peter Drummond (Deputy Chair)
John Law
Richard Jeffery
Franceska Banga
Vivien Bridgwater
- Apologies:** Norm Thompson
- In Attendance:** Grant Jenkins (Acting Chief Executive)
Sarah Hamilton (Financial Controller)
Martin Fairweather (General Manager Planning & Performance)
Clyde Rogers (General Manager Business and Sector Development)
Ngaio Merrick (Business Development Manager Northern Office)
James Robinson (Manager Operational Strategy and Planning) from Item 5, 9.00am until 9.20am
Rachael Dacy (General Manager Destination) from Item 5, 9.00am
Joshua Ong (Board Secretary)
- Doug McKay, Chief Executive Auckland Council
- Public & Media Attendance** Nil
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Background

- A. David McConnell has been appointed as Chairperson and acted in the capacity of Chairperson 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

David McConnell declared the meeting open at 8.30am.

Opening Remarks

David McConnell welcomed Auckland Council Chief Executive Doug McKay.

Agenda Items & Resolutions

1. Apologies

An apology has been received from Norm Thompson for non-attendance.

2. January 2012 Minutes:

(i) In relation to the recommendations within the report, the Board resolved that:

Moved: Peter Drummond
Seconded: Richard Jeffery

a) **The open minutes of the ATEED meeting held on 31 January 2012 to be confirmed as a true and correct record.**

CARRIED

3. Register of Directors Interests:

(i) No amendments were received.

4. Acting Chief Executive Activity Report:

- (i) The Acting Chief Executive (ACE) spoke briefly to the report and dealt with questions from Directors;
- (ii) Due to constraints of time, the Film Auckland team will now present to the Board at the March 2012 meeting instead of February as indicated in the activity report;
- (iii) In relation to the Youth Employment Initiative, the Board endorsed participation in the scheme but queried whether there was potential to increase the number of cadets and/or the duration of placement. The discussion expanded with relevance to the existing schemes already in the market and learnings from Opportunities for Migrant Employment in Greater Auckland (OMEGA). It was agreed for management to look at what employment initiative schemes are currently available and potential for ATEED to support, leverage and value add to these schemes and report back to the Board;
- (iv) In relation to the recommendations within the report around the Acting Chief Executive Activity report, the Board resolved that:

Moved: Vivien Bridgwater
Seconded: John Law

a) **The report be received.**

Action points:

Management to research what employment initiative schemes are currently available and potential for ATEED to support, leverage and value add to these schemes and report back to the Board.

5. Finance Report

- (i) The Chair invited Sarah Hamilton, Financial Controller to speak to the report and respond to questions from the Directors;
- (ii) In relation to the recommendations within the report around the Finance Report, the Board resolved that:

Moved: Franceska Banga
Seconded: Peter Drummond

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

CARRIED

6. Quarterly Report to Auckland Council

- (i) The Chair invited Martin Fairweather, General Manager Planning & Performance, Clyde Rogers, General Manager Business Sector & Development, Rachael Dacy, General Manager Destination and James Robinson, Manager Operational Strategy & Planning to speak to the report and respond to questions from the Directors;
- (ii) In relation to the Auckland Visitor Plan, the Board enquired how the input for the economic aspirations of increasing visitor economy from \$3.33 billion to \$6 billion is consolidated. Rachael explained that the projected target yields will be incorporated into the Statement of Intent (SOI) on an annual basis starting with the 2012-15 SOI;
- (iii) The Board requested that further explanation be provided in the report around Progress Against KPIs (Appendix 1) and in the associated section 2.3, Performance against SOI Key Performance Indicators. Expanded commentary should reference, for example, what management believe the full year result will be for those KPIs that have not been measured yet/data not currently available;
- (iv) A revised version of the Quarterly Report is to be circulated via email to Directors for comment and final endorsement, before being submitted to Council;
- (v) In relation to the recommendations within the report around the Half Yearly Report to Auckland Council, the Board resolved that:

Moved: John Law
Seconded: Vivien Bridgwater

- 1. **The report is received;**

2. **The Quarterly Report for the period ending December 2011 be approved for delivery to Auckland Council, subject to a Board review and approval of the revised report with expanded commentary on ATEED's progress against its SOI Key Performance Indicators (KPIs).**

CARRIED

Action points:

Management to circulate via email a revised version of the Quarterly Report to Directors for comment and final endorsement before being submitted to Council.

7. Innovation Plan Update

- (i) The Chair invited Clyde Rogers, General Manager Business and Sector Development to speak to the report and respond to questions from the Directors;
- (ii) The Board noted the importance of a clearly defined aspiration for Innovation in Auckland and this having a clear measurement framework behind it. Furthermore the Board emphasised the importance of the story telling and communication around the Innovation Plan in order to bring the plan to life and ensure that it was understood and accepted;
- (iii) In relation to the Research and Development spending in New Zealand, it was noted that 50% of R&D spend currently occurs in Auckland. A query was raised whether the dollar figure would be reported on and management confirmed that this would be included in a further briefing note back to the Board covering details of the Plan's aspiration and platforms;
- (iv) In relation to the recommendations within the report around the Innovation Plan Update, the Board resolved that:

Moved: John Law
Seconded: Franceska Banga

1. **The report is received.**

CARRIED

Action points:

Management to circulate a briefing note to the Board regarding Research and Development spend in Auckland.

The Chairperson declared the open meeting closed at 9.36am.

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

Chairman

Date

Summary of Management Actions:

- Management to research what employment initiative schemes are currently available and potential for ATEED to support, leverage and value add to these schemes and report back to the Board.
- Management to circulate via email a revised version of the Quarterly Report to Directors for comment and final endorsement before being submitted to Council.
- Management to circulate a briefing note to the Board regarding Research and Development spend in Auckland.