

Minutes – Open Agenda

- What:** Minutes of a Meeting of Board of Directors
- Where:** The Gulf Boardroom, Level 8, ATEED Central Office,
139 Quay Street, Auckland
- When:** Friday, 22 June 2012, 8.00am
- Who attended:** David McConnell (Chair)
Norm Thompson (Deputy Chair)
Richard Jeffery
Andy Higgs
Simon Tucker
Franceska Banga
Vivien Bridgwater, from 11.00am
- In Attendance:** Brett O’Riley (Chief Executive)
Sarah Hamilton (Financial Controller)
Martin Fairweather (General Manager Planning & Performance)
James Robinson (Manager Operational Strategy & Planning)
Janine Grainger (Operational Strategy Advisor)
Joshua Ong (Board Secretary)
- Public & Media
Attendance** Todd Niall (Radio New Zealand)
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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 8.00am.

Agenda Items & Resolutions

1. Apologies

An apology has been received from Norm Thompson, Richard Jeffery and Franceska Banga for early departure and Vivien Bridgwater for late arrival.

2. May 2012 Minutes:

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

Moved: David McConnell
Seconded: Norm Thompson

1. **The open minutes of the ATEED meeting held on 25 May 2012 to be confirmed as a true and correct record.**

CARRIED

3. Register of Directors Interests:

(i) No amendments were received.

4. Chief Executive's Activity Report:

- (i) The Chief Executive (CE) spoke briefly to the report and dealt with questions from Directors;
- (ii) The Board suggested for the Chief Executive to look at market opportunities for the National Convention Centre;
- (iii) The Board invited James Robinson, Manager Operational Strategy & Planning to speak to the "Amendment of SOI Target" update. The Auckland Council was formally given written notice of proposed changes to two Regional Partner Network related KPI targets. The proposed were considered by the CCO Strategy Review Sub-Committee at its 6 June 2012 meeting and no further changes were recommended. The Board was required to formally approve the changes to the 2011-2014 SOI targets via resolution; and
- (iv) In relation to the recommendations within the report around the Chief Executive's Activity report, the Board resolved that:

Moved: Norm Thompson
Seconded: David McConnell

1. **The report be received.**

2. That the ATEED Board formally adopt the following changes to targets in the 2011-14 Statement of Intent:
- a. Target to June 2012 for the number of business capability assessments undertaken through local offices be changed from 2,500 to 630; and
 - b. Target to June 2012 for the total value of grants made under the TechNZ programmed be changed from \$5 million to \$2.5 million.

CARRIED

Action points:

ATEED Chief Executive to look at market opportunities for the National Convention Centre.

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: Norm Thompson
Seconded: Richard Jeffery

1. **The report be received.**

CARRIED

6. Statement of Intent 2012 – 2015

- (i) The Chair invited Martin Fairweather, General Manager Planning & Performance and James Robinson, Manager Operational Strategy & Planning to speak to the report and respond to questions from the Directors;
- (ii) The Board suggested Management to make the following amendments to the SOI:
 - (a) Include key initiatives that relate to the Foreign Direct Investment (FDI) Strategy and Film Strategy;
 - (b) Include commentary around the 90 day Business Plan; and
 - (c) Amend the wordings to reflect Auckland as the “Innovation Hub of the Asia-Pacific Rim”;
- (iii) In relation to the recommendations within the report , the Board resolved that:

Moved: Richard Jeffery
Seconded: Norm Thompson

1. That the report be received;
2. That the Board delegates the Chair and Chief Executive to finalize amendments suggested by the Board in (ii) (a), (b) and (c); and
3. That the Statement of Intent (SOI) for the period 1 July 2012 to 30 June 2015 (Attachment 1), amended accordingly as per Resolution 2, be endorsed as ATEED's final SOI.

CARRIED

Action points:

Management to make the following amendments to the SOI:

- (a) Include key initiatives that relate to the Foreign Direct Investment (FDI) Strategy and Film Strategy;
- (b) Include commentary around the 90 day Business Plan; and
- (c) Amend the wordings to reflect Auckland as the "Innovation Hub of the Asia-Pacific Rim";

The Chairperson declared the open meeting closed at 8.50am.

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

Chairman

Date

Summary of Management Actions:

- ATEED Chief Executive to look at market opportunities for the National Convention Centre.
- Management to make the following amendments to the SOI :
 - (a) Include key initiatives that relate to the Foreign Direct Investment (FDI) Strategy and Film Strategy;
 - (b) Include commentary around the 90 day Business Plan; and
 - (c) Amend the wordings to reflect Auckland as the “Innovation Hub of the Asia-Pacific Rim”.