

N Z Trips & Parking Database Bureau Inc.

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N E W Z E A L A N D

MINUTES OF THIRD ANNUAL GENERAL MEETING IPENZ TRANSPORTATION CONFERENCE

Held: At the Transportation Conference 2005, Hyatt Regency Auckland,
5:30pm, Monday 5 September 2005

Present: Dave Gamble (Chairman)
Malcolm Douglass (Board Administrator)
Don McKenzie (Board Researcher)
I Clarke (Board Member)
S Reddish (Board Member)
I Appleton (Transfund on behalf of R Alkema)

Members/Others – Vadi Vencatachellum, Barry Cook,
Peter McCombs, Simon Robson, Bruce Conaghan,
Rohan Jayawardan, Bob Gibson, Peter Croft (LTNZ),
Tim Hughes (LTNZ), Larry Cameron (Transit), John
McLaren (MWH), Garry Mason (AITPM). and five others.

Apologies: J Winter, C Freke, M Blyleven, S Spence

1. APOLOGIES AND WELCOME

Moved *"That the above apologies be accepted"*.

Conaghan/Reddish
Carried

2. MINUTES OF PREVIOUS AGM

The Minutes of the Second AGM held at St James Wellington 5:30 pm Tuesday 7 September 2004, which had been previously circulated.

Moved *That the Minutes of the Second Annual Meeting be approved as a true and correct record.*

Robson/Conaghan
Carried

3. CHAIRMANS ANNUAL REPORT

Previously circulated, was presented by the Chairman who drew attention to the highlights, in particular the update of the Database and the successful comparative research undertaken by Steve Abley covering the UK /NZ correlations and the UK/US/Aust/and NZ variables.

Peter McCombs offered assistance to the Board in increasing the personal contact across the country in order to grow the membership further

Moved *"That the Chairman's Annual Report be received."*

4. CORRESPONDENCE

The chairman read to the meeting a letter received from TDG expressing concern about the shortfall in survey data flow into the bureau from other consultants and councils and that a wider input was essential for the success of the database. Simon Robson noted that TDG do a large proportion of the survey work for various clients. However it is acknowledged that other sources should also be contributing in larger measure.

Malcolm described the suggestion that contracts for local authorities in engaging consultants to undertake field surveys should include a 'codicil' requiring data to be reported in an appropriate format for forwarding to the Bureau and inclusion in the Database.

Moved "That TDG's letter be received and a response forwarded acknowledging TDGs input and recognising the need for other parties to contribute survey data in larger quantity in the future."

Conaghan/Reddish
Carried

5. FINANCIAL STATEMENT

Malcolm presented a summary financial statement for the information of the meeting. He described the current financial situation noting the changes since last year with increased income and this being used for additional research and comparative information. The significant increases in membership funds had been largely absorbed in the increased in consultancy services arising from greater research work.

Moved "That subject to audit, the financial statement for 2003/2004 be received and approved".

Conaghan/Reddish
Carried

6. PROPOSED ANNUAL PLAN 2005/2006

It was noted that the proposed Annual Plan for 2005/2006 continues the comparative work and building liaisons with the UK, Australia and America building on last years significant achievement confirming a good correlation between the UK and NZ data.

With respect to the major research in this area it was suggested that the Board again seek approval from LTNZ for a modified research project. But it is recognised that complimenting any grant from LTNZ it may be necessary for TPDB to seek additional sponsorship to support this ongoing work.

Tim Hughes described his concerns about the limited detail of walking and cycling data within the database. Malcolm directed Tim to the TPDB Procedures Manual where the need for multi-modal information is identified. Tim expressed concern that local authorities are not requiring such data which is essential to the national transport strategy. This leads to the need for comprehensive transport impact assessments rather than simply traffic and vehicle parking and trip generation assessments alone.

Moved:- 'That the proposed Annual Plan for 2005/2006 be confirmed and the Board be asked to develop it and again include an application to LTNZ for the comparative research to be undertaken in 2006/2007.'

Gamble/Reddish

Carried.

7. ELECTION OF BOARD

The Chairman announced that two nominations had been received to fill the vacancies caused by the standing down of two members as required by the constitution.

The Nominees are Chris Freke and Steve Reddish . These two nominees are therefore declared to be reappointed, unopposed, to Board

Carried by acclamation.

8. NEWSLETTER No 8

Malcolm summarised and presented Newsletter No 8 with Steve Abley's research on the variables being used and the correlation between NZ/UK trip rates. This is proving a positive area for developing both national and international databases.

The desirability of developing overseas contacts in these respects was commended and the Board was asked to continue to develop an overseas liaison address list in particular with Australia and with equivalent organisations in the UK and Americas.

9. GENERAL BUSINESS

There being no further general business at this time.

Dave Gamble thanked members and others for their attendance and wished them well on NZTPDB activities in the year ahead.

Meeting closed 6:15 pm

Signed as a correct record by.....

Chairman

On the (Date).....