



## **MINUTES OF THE 2023 ANNUAL GENERAL MEETING OF THE TRANSPORTATION GROUP**

Venue: Transportation Group conference, Tauranga (also online)

Time: 12 noon

Date: 30 March 2023

### **1 Welcome and Introduction**

Transportation Group Chair Bridget Doran welcomed members to the 2023 Transportation Group AGM. Bridget acknowledges members who had passed during the past year.

### **2 Present**

#### **Attendees in person**

Andrew Edgar	Kendra Wilson
Andrew Metherell	Kevin Liu
Anna Nord	Kevin Reid
Bridget Doran (Chair)	Lewis Thorwaldson
Cam Bradley	Malcolm
Clare Scott	Mark Gregory
Craig Richards	Martin Huang
David Wanty	Melanie Muirson (Treasurer)
David Matthews	Nick Reid
Don McKenzie	Nik Vorster
Errol Ritson	Peter Cockrem
Glen Koorey	Robyn Denton
John Kirwan	Sarah Dove
John Lieswyn (Vice Chair)	Sahan Lalpe
Karen Fehl	Stephanie Spedding
Keith Kent	Stacey Lloyd
	Wayne King

#### **Attendees online:**

Bruce Conaghan  
David Wanty  
Robyn Denton  
Bishnu Basnet  
Melanie Muirson  
Axel Wilke  
Andrew Macbeth

### **3 Apologies**

Apologies were received from:

Chris Kissling  
Mike Smith

#### **Transportation Group NZ National Committee**

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Aaron Isaacs

#### **4 Minutes of Previous Meeting**

Minutes of the previous AGM were not available to share during the meeting. These will be circulated with other papers and Minutes of this meeting to members.

Stephanie Willcox moved this, seconded by Glen Koorey

#### **5 Chair's Report**

Bridget spoke to the Chair's Report and highlighted some key achievements of the Transportation Group and its members. Bridget noted two Group members who has passed during the previous year miss: Jo Carling, Waikato and Tony Lange, Canterbury. Bridget also acknowledged David Brierly who had been made a Fellow of Engineering NZ.

Other highlights are listed below:

#### **National Committee**

The National Committee currently includes:

- Bridget Doran (Chair)
- John Lieswyn (Vice Chair)
- Jeanette Ward (Immediate Past Chair)
- Melanie Muirson (Treasurer)
- Craig Richards (Waikato/BOP Branch Chair)
- Stephanie Wilcox (Membership Secretary)
- Matthew Hoyle (Auckland and Northland Branch Chair)
- Tobie Pretorius (Central Branch Chair)
- Stacey Lloyd (Canterbury and West Coast Chair)
- Aaron Isaacs (Southern Chair)
- Daniel Newcombe (Roundabout Editor, Awards Convener)
- Glen Koorey (Active Modes Infrastructure Group Liaison)
- Bevan Wilmshurst (Modelling User Group)
- Tony Brennand (Trips Database Bureau)
- Daniel Burgess (Signals Network User Group)
- *Position vacant* (Social Media Manager)
- Peter Cockrem (Wellington Branch Chair)
- Clare Scott (Nelson/Marlborough Branch Chair)
- Mark Gregory (Trips Database Bureau, TDM Community of Practice)

We acknowledge and thank those who stood down from the National Committee over the last 12 months:

- Lisa Clifford (Southern Branch)
- Nathan Harper (Modelling User Group)
- Paul Addy (SNUG)
- *post meeting note: Madi Salter also stood down as she has moved to North America. She served as the Group's first Social Media Manager*

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### **Membership**

The Group has 1,135 members, a slight reduction from 1,181 Members at 11 April 2022.

### **Engineering NZ support**

Thanks to Alana Nixon, Bernadette Ramos, Rebecca Mather, Holly Rausch, Martin Pratchett and the rest of the current and former ENZ team who have and continue to assist us in the management and operation of the Transportation Group including our communications, and organising events.

### **Submissions**

In the previous year we submitted on the Future of Inter-Regional Rail in New Zealand. We continue to provide a voice and opportunity for Members to submit on policies of interest.

Nathan Harper moved the report be received, seconded by Brian Hasell, and the report is attached as an appendix.

### **6 Treasurer's Report**

Melanie Muirson spoke to the Treasurer's Report.

The Group's consolidated income for the 2020/2021 financial year totalled \$366,833 from member subscriptions, SNUG and MUGS groups and the 2021 conference (T351 to T365). The overall expenditure for the group, including the branch committees, SNUG and MUGS groups, was \$296,454. Much of this expenditure is attributed to the annual conference (\$255,073) held in Auckland. The remainder of the expenditure is attributed to the branches, SNUG and MUGS.

Overall, there was a large positive variance in the Group's consolidated account of \$70,379, which far exceeded the budgeted deficit of \$19,625. Much of this profit can be attributed to reduced ability to have face to face events through 2020 and 2021 with ongoing Covid restrictions in New Zealand.

The committee has budgeted a conservative deficit of \$24,995 for the next financial year 2021-22.

David Wanty asked if Transportation Group spending is linked to a Strategic Plan. Bridget noted that the strategic planning session was disrupted due to COVID but the committee would pick this up again in the coming months.

Sarah Dove moved the report be received, seconded by Nathan Harper.

### **7 Group Operating Procedures**

The Group's operating procedures needed to be updated in two parts. The first was to clarify the "outstanding contribution" component of Life Member nomination. This was proposed to be updated to allow the consideration of contributions to the wider industry, not just the Group, and some other minor clarifications. A survey of members showed 83% support. The motion to change this part of the operating procedures was put to the vote - Yes: 32 in room and 14 online. No: none.

The next clarification was a minor update to allow nominations for elected officers to use the format specified. A survey of members showed 95% support. The motion to change this part of the operating procedures was put to the vote - Yes: 32 in room and 14 online. No: none

Both motions therefore passed.

### **8 Handover to new Chair**

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Bridget handed over the Chair role for the next two years to John Lieswyn, who gave some introductory remarks.

### **9 Election of Vice Chair**

John advised that one nomination had been received: Mark Gregory. The motion that Mark be elected Vice Chair was put to the vote - Yes: 32 in room and 14 online. No: none

The motion therefore passed.

### **10 Group Conference 2024**

An announcement is to come.

### **11 Awards**

There were three applicants for the Tertiary Grant 2021/22. The award was made in November 2021 and \$8,000 (of \$10,000 available) went to Moayad Shammout of Massey University. His work, *Institutional Barriers to Driverless Cars Deployment in Aotearoa New Zealand*, was published in Roundabout 174, December 2022.

Disabled student award 2022/23 - there was one application and the \$7,500 was granted to Sean Prenter, University of Otago. He interned with ViaStrada and worked on several projects including the Dunedin Walking and Cycling Networks Review. An interview with Sean and his report was published in Roundabout 175 March 2023.

There were two applications for the Research Award 2022. The award was made to Richard Hart (MRCagney) on the topic of *City Logistics: understand and learn how to implement emerging practices through on the ground investigations in a range of international cities*. The successful proposal aims to utilise the full \$8,000 available for the award. The results of Richard's research will be shared with the Transportation Group membership upon completion in March 2024.

### **12 General Business**

There was none.

### **13 Close of AGM**

AGM closed at 12:29pm.

## APPENDIX A

### ANNUAL REPORT TO AGM MAY 2023 - Chair's Report

#### Speech

I spent this term as Chair investigating why we don't get better outcomes from transport investment. And I don't have all the answers, but one of my conclusions is that this Group is worth being part of.

We exist to advance the science and art of decision-making in transport. We do that as imperfect humans, with incomplete information, in highly complex socio-political contexts, in a world filled with rapidly changing constraints.

Transport is just not concrete, it's about humans and politics and habits and culture, so it's hard. And the rapidly changing climate that is becoming much more dominant in our sector this decade. Local and national governments are starting to place climate above other objectives, including responding to changing weather and mitigating future climate change.

This is opportunity for all of us too - we have never before had such strong public and political support to deliver what we have always known is good transport planning and engineering, and to get those good outcomes.

For example, a mode hierarchy that truly starts with walking. Genuine integrated land use and transport planning, with density to support frequent public transport. Safe speeds, legible road hierarchies, places for people that are separated from arterial roads.

I am optimistic that the Transportation Group can play an important role in this new era, beyond the Autoprocene, because by definition we collaborate. There is no progress except that which is made in collaboration. When we collaborate, despite complexities and unknowns, we can all make good decisions- because the world will only progress one policy, programme, project, at a time.

So, to you the Members of this group, I remind you now that every time you make a bold decision, you are helping us progress.

Every time you put human life and happiness and the health of our environment above the imagined wellbeing of the road itself and its mythical level of service, you are doing good.

Every time you patiently explain to an elected member or their constituents about why good transport planning supports communities we all want to be a part of, even if that means removing a car park for a bike or bus lane, you are doing good.

Every time you consider environmental kaitiakitanga in deciding not to commission or bid on a project that you know will perpetuate the status quo that put us in this mess- you are doing good.

Every time you support a colleague, junior or senior, to find their voice for people and planet, you are doing good.

And each of you who volunteer to keep this Group going, through committees or showing up to events or reading Roundabout- you are doing good too.

Thank you for the honour and privilege of leading this Group for the last two years, and thank you to the national committee and all volunteers for your hard work and support. I am confident that in John's

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capable handlebars we will move from strength to strength in truly advancing the art and science of transport planning and engineering in years to come.

## **Preamble**

This report summarises Transportation Group activities in the 2022/2023 Financial Year (ending 30 September 2022) and on activities between AGMs, that is, between May 2022 and March 2023.

With ongoing implications of the COVID pandemic leading us to postpone our 2022 conference, the year was amongst the quietest in the Group's recent history. While the increase in our ability to connect and engage with Members online has helped maintain our activities, we look forward to a return to more face to face events from now on.

The Group continues to actively advance the knowledge, planning and management of transport in New Zealand. Special thanks to everyone who has volunteered time to help organise activities, contribute to peer review or judging, contribute time or writing to support our communications.

As well as supporting branches with professional development and networking events, the Group has now supported its second intern. Sean Prenter worked with ViaStrada in Dunedin this Summer, following from Alice Davies' internship with Beca in 2021/22. Our sponsorship of a student with an interest in a career in transport, who identifies as a disabled person, is doing good to promote inclusive outcomes in our work, and a more inclusive culture in our profession.

Momentum continues to build in support of the Group's focus on responding to planetary crises, most obviously to climate change and the need to decarbonising the transport system. We support Engineering New Zealand's programme, Engineering Climate Action, which exists to support engineers to take positive action to address climate change. We also support Engineering New Zealand's Climate Change position and agree that:

- anthropogenic climate change is already affecting Aotearoa New Zealand – this will continue and the negative effects will increase
- the time for action is now
- we need engineers to be climate action leaders
- incorporating te ao Māori and engaging with Māori is critical
- the transition to a net zero economy must be equitable and just

The Transportation Group, as a Special Interest Group of Engineering New Zealand, will proactively lead, collaborate, and support the transportation profession to engineer climate action in transport. Members can look forward to continued information and action on climate change in 2022/2023.

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### **Membership**

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### **Finances**

Please see the attached Treasurers report (Appendix A) covering the Financial Year to 30 September 2022. The Group recorded an overall surplus in the 2021/2022 Financial Year of \$82,950. As stated in the Treasurer's report, much of this profit can be attributed to reduced ability to have (and therefore, pay for) face to face events through 2021 and 2022 with ongoing Covid restrictions in New Zealand.

### **Engineering NZ support**

Thanks to Alana Nixon, Bernadette Ramos, Rebecca Mather, Holly Rausch, Martin Pratchett and the rest of the current and former ENZ team who have and continue to assist us in the management and operation of the Transportation Group including our communications, and organising events.

### **Submissions**

In the previous year we submitted on the Future of Inter-Regional Rail in New Zealand. We continue to provide a voice and opportunity for Members to submit on policies of interest.

### **Conference 2022**

Our 2022 Conference scheduled for Tauranga was postponed until 2023 due to the ongoing Covid-19 pandemic uncertainty for hosting large events. It is a delight to see so many of you here in Tauranga and we look forward to another successful year.

**Regards**

**Bridget Doran –Chair, National Committee, Transportation Group NZ**

## **APPENDIX B – TREASURERS REPORT**

### **2021/2022 Financial Report for the Transportation Group New Zealand**

**To:** Transportation Group New Zealand AGM – March 2023

**From:** Melanie Muirson - Treasurer

#### **Summary Comments**

The 2021/2022 budget is given in the statement of accounts for this financial year (refer to Attachment 1). Although the AGM is held in the sixth month of the 2022/2023 financial year, this report addresses the previous financial year accounts which covers the twelve month period from 1 October 2021 to 30 September 2022. The attached Transportation Group New Zealand statement of accounts, as produced by Engineering New Zealand, is GST exclusive.

The Transportation Group started the financial year on 1 October 2021 with approved budgets for the National, Branch and Sub-Group Committees, the annual Transportation Group conference together with the SNUG and MUGS groups. The National Committee requests each Branch and Sub-Group to prepare realistic and justifiable budgets for their expenditure for each financial year. Income, predominantly from the membership subscriptions, is accredited to the National Committee cost code and this offsets the expenditure from the sub-groups and branches throughout the year.

This year's National Committee (T351) expenditure totalled \$15,736 as detailed on Attachment 1. This expenditure covered professional fees for the Roundabout honorarium, website maintenance, domestic travel for the National Committee with the majority of the expenditure focussed on tertiary and research awards/prizes for recipients. Similar to the previous couple of years, no international travel costs were incurred due to the Covid 19 travel restrictions.

The overall expenditure for the group, including the branch committees and MUGS groups, was \$38,981. With the 2022 annual conference being postponed until March 2023, both income and expenditure for this financial year was significantly reduced. Some initial costs were incurred for the postponed 2022 conference, but these could be transferred to the 2023 conference with minimal additional costs.

The Group's consolidated income for the 2021/2022 financial year totalled \$121,934 from member subscriptions, SNUG and MUGS groups conference and sponsorship (T351 to T365).

Overall, there was a large positive variance in the Group's consolidated account of \$82,950, which far exceeded the budgeted deficit of \$13,617. Much of this profit can be attributed to reduced ability to have face to face events through 2021 and 2022 with ongoing Covid restrictions in New Zealand.

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# TRANSPORTATION GROUP NEW ZEALAND

The account is administered by Engineering New Zealand National Office who produce all the reporting for the Group. Following on from the discussions held in previous financial years regarding the group's accumulated funds, Engineering NZ provided the annual summary below. Please note the term deposit is included in the accumulated funds total.

	2022 (Deficit)/ Surplus	2022 Accumulated Funds	Term Investments
<b>Transportation Group including Branches</b>	48,670	370,994	150,000
<b>SNUG</b>	10,280	86,826	
<b>MUGS</b>	24,000	98,709	
<b>Total</b>	<b>\$82,950</b>	<b>\$556,529</b>	<b>\$150,000</b>

The finalised 2022/2023 Transportation Group New Zealand budget, as prepared by the National, Branch and Sub-Group Committees, is given in Attachment 2. This summary provides the aspirational budget to justify the events and expenditure that the National, Branch and Sub-Group Committees wish to allocate in the coming year whilst working towards achieving a cost neutral position. The new Nelson Branch and two new sub-groups, Safety Practitioners and TDM, have been included in the 2022/2023 budget.

The committee has budgeted on a deficit of \$58,341 for the next financial year based on having a reasonable surplus from the reduced expenditure of the last few years.

Engineering NZ undertakes a six-monthly reforecasting review of this budget around April 2023. This review assists with tracking expenditure and income to date, making changes to timings for future expenditure and moving expenditure between the branches/sub-groups to meet demands.

Bridget Burdett, John Lieswyn and Melanie Muirson are currently the authorised signatories for the National Committee account.

#### **Attachment 1:**

- Engineering New Zealand Month and YTD Budget as at 30 September 2022 (results for the full 2021/2022 financial year).

#### **Attachment 2:**

- Engineering New Zealand 2022/2023 Monthly Budget Summaries for the National, Branch and Sub-Groups

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