

AITPM Board Communique – September 2023

The AITPM Board met twice in September. The following key matters arising from these meetings, may be of interest to AITPM members.

Governance and Strategy Matters

Appointment of Office Bearers and Board Committees

The Board made the following appointments:

President

- Liz McGregor

Vice-President

- Reece Humphreys

Governance & Strategy Committee

- Liz McGregor, Chair
- Reece Humphreys
- Gary Wood
- Tessa Knox-Grant
- Craig Wooldridge

Finance Audit & Risk Committee

- Reece Humphreys, Chair
- Craig Wooldridge
- Liz McGregor
- James Arnold
- Richard Isted

Transport Modelling Network Representative

- Richard Isted

Emerging Professional Representatives

- Erin Thomas
- Chris Roberts

Appointing a new Company Secretary

The Board agreed to pursue the services of a qualified Company Secretary to replace our retiring volunteer Company Secretary, Dianne Hayes. A remunerated,

professional Company Secretary will be sought for a period of at least 12-months. The services are considered necessary to ensure good governance processes and compliance, and particularly to support the Board of Directors.

Publishing results of Board, Branch and Network Committee Elections

Following concerns raised by members and a lack of clarity and documented guidance on the release of voting tallies for Board, Branch and Network Committee elections the Board considered this issue in September. It considered that there is a need for a consistent and documented approach for future elections that provides a suitable level of transparency to those most impacted by the voting (the candidates), but that does not discourage members from volunteering to serve the AITPM on our various committees and Board.

The Board agreed to clearly communicate to members and nominees the election process and how the voting results of Committee and Board positions will be published, which is that the election tally results (% and/or number of votes) will only be provided to nominees and will not be published or made available to other members or interested parties. Members will be notified of successful candidates of elections.

Proposed Changes to AITPM Governance

The outcomes of the Board's Governance Review resulting in *the Proposed Changes to AITPM Governance* was launched at the AGM on 30 August and included the preparation of a detailed discussion paper and a range of supporting materials. An AITPM booth and various materials were prepared for the National Conference and the Board Directors were rostered on at the booth to discuss any queries or concerns with delegates at the conference. The Board is the owner of this initiative and Directors agreed to be available to engage with members to take feedback and answer any questions.

Strategic Priorities for 2024/25

A new business plan template and approach was presented to the Board for information ahead of the upcoming business planning and budgeting process. The Board discussed and agreed the strategic priorities for FY2024/25 for the purpose of guiding the annual budgeting process and new business planning process commencing in September to provide clear direction to management, Branches and Networks.

In addition to 'business as usual' activities the agreed priorities for inclusion in the business planning and budgeting process for FY2024/25 are:

1. Development of a policy platform to support influencing better outcomes and raising the profile of AITPM.
2. Raising the profile of careers in transport.
3. Targeted support to Branches and associated Emerging Professionals Networks.
4. Implementing the new proposed new Board structure if the proposed changes are successful.

It was also noted that a diversity lens should be applied to the policy platform and the careers in transport initiatives. The Board also agreed for management to commence work on the policy platform and the careers in transport projects during the current financial year, where possible.

Policy and Advocacy Platform Development

The Board endorsed of the first iteration of the *AITPM Policy Development Guide* and *AITPM Advocacy Guide* to be adopted as working policies for review as AITPM ventures into policy and advocacy over the coming year. The Board also approved additional funding and reallocation of 'Strategic Initiatives' funding in the budget to allow the next stage of development of the AITPM Policy Platform to commence during the 2023/24 financial year. The Board recognised the importance of seeking professional support in the development of this important project for AITPM to set strong foundations for our approach.

Finance, Audit and Risk Matters

FY2023/24 YTD Financials

The Board noted the year-to-date financials and the anticipated positive results from the Melbourne Conference.

Further streamlining payment authorisations

The Board agreed to further improvements to streamline payment authorisation processes using technology to provide clearly documented authorisation trails to ensure timely payments and reduce inconvenience for authorising Directors.

Other matters

Elevation of Andrew Leedham to Life Member

The Board accepted the unanimous recommendation from the 5-member Life Member Evaluation Panel to award Andrew Leedham AITPM Life Membership. Andrew met and exceeded the AITPM Life Membership criteria as detailed in the Membership Policy and as judged by his life member nomination evaluation panel.

The Life Membership was announced and presented at the Conference Dinner in Melbourne in front of a large audience of Andrew's peers.

2024 Perth National Conference

An update was provided on the progress of the 2024 Conference in Perth and discussion was held to guide the development of the conference objectives, which will be refined and presented to the Board in November.