



**NOTICE OF ANNUAL GENERAL MEETING, and  
CALL FOR EXECUTIVE COMMITTEE MEMBER NOMINATIONS**

Dear member,

This is to advise you of the upcoming annual general meeting of the members of the Road Controlling Authority Forum (NZ) Incorporated. The details of this meeting are as follows:

**Venue:** Rydges Wellington Airport  
L2, Miramar Room  
28 Stewart Duff Drive, Rongotai  
Wellington

**Date/Time:** Friday, 2 August 2019, 3.15 pm

**AGM Business:** The meeting will consider annual reports for 2018/19, including the financial statements, and will confirm the Executive Committee for 2019 through elections and direct appointment as per the Forum rules. These rules provide for an Executive Committee with a minimum of eight members and a maximum membership of eleven members. Four members are directly appointed, three members have existing terms until 2020 and the remaining members are to be elected at the 2019 AGM. The term for an Executive Committee Member is a period of two years which commences at the completion of the AGM and can be renewed.

**Direct  
Appointments to  
the Executive  
Committee**

Direct appointments to the Executive Committee which will commence at the completion of the 2019 AGM:

- Local Government NZ and Co-Chair: **Don Cameron** – Mayor, Ruapehu District Council
- NZ Transport Agency and Co-Chair: **Jim Harland** – Regional Director, South Island
- Department of Conservation: **Dave Jane** – Business Manager, Partnerships, Historic and Visitor Unit
- Auckland Transport: **Duminda Wajayasinghe**, Programme Manager

**Existing Executive  
Committee  
Members elected at  
the 2018 AGM  
(2 yr term)**

Existing Executive Committee members:

- Ruapehu District Council: **Warren Furner** – Land Transport/Economic Development Manager
- Western Bay of Plenty District Council: **Jim Paterson** – Transportation Manager
- Nelson City Council: **Alec Louverdis** – Group Manager Infrastructure

***Nominations for  
remaining Executive  
Committee  
Members***

Nominations are called for under the forum rules which allow for up to a further four members to be elected and appointed as committee members. Their terms will commence at the completion of the 2019 AGM:

**Nominations received to date.**

- Local Government NZ: **Philip Shackleton** – Principal Policy Advisor
- Greater Wellington Regional Council: **Helen Chapman** – Senior Strategic Advisor

**End of two year term or standing down**

- **Thomas Simonson**, Local Government NZ
- **Saby Viridi**, Auckland Transport
- **Brett North**, Wellington City Council

To be eligible for Election as an Executive Committee Member, you must be a person employed by a member organisation.

A nomination of a candidate for Election as an Executive Committee Member must be in writing and signed by 2 Individuals employed by 2 member organisations. It must be accompanied by a written consent of the candidate (which may be endorsed on the nomination).

It must be given to:

Suzanne Madsen: – Executive Administrator, (or a deputy) at least 7 days before the date of the annual general meeting on 2 August 2019 – see details below.

If only one nomination is properly made for an Executive Committee Member role, the candidate nominated is to be treated as having been elected.

If no nomination is properly made for an Executive Committee Member role, further nominations must be called for at the annual general meeting.

A nomination Form is attached. **Completed nomination forms should be emailed to [rcaforum@nzta.govt.nz](mailto:rcaforum@nzta.govt.nz) no later than 26 July 2019.**



**NOMINATION FOR Executive Committee Member 2019/20 – 2020/21**

We ..... and .....  
(Proposer) (Seconder)

Of ..... and.....

Being employees of the above Member Organisations of the Road Controlling Authorities Forum (NZ) Incorporated,

hereby nominate .....

for the position of Executive Committee Member for the 2018/19 – 2019/20 year. The consent of the nominee is shown below.

Signed (Proposer) .....

Signed (Seconder) .....

Date ...../...../.....

**Consent of Nominee**

I .....

Being a person employed by a Member Organisation of the Road Controlling Authorities Forum (NZ) Incorporated, hereby consent to the above nomination.

Signed .....

Date ...../...../.....

Address .....

.....

Phone No .....

Email .....