

**Ngauranga to Airport Governance Group**

**MINUTES**

**Meeting Information**

<b>Time:</b>	3:30pm – 5:00pm	
<b>Date:</b>	Thursday, 30 June 2016	
<b>Location:</b>	NZTA Wellington Regional Office, Majestic Centre 100 Willis St – Boardroom 5.17	
<b>Present:</b>	Dave Brash (NZTA) (Chair) Raewyn Bleakley (NZTA) Celia Wade-Brown (WCC) Paul Swain (GWRC) Andy Foster (WCC) Chris Laidlaw (GWRC)	
<b>In Attendance:</b>	Jim Bentley (N2A Programme Director) Anthony Wilson (Chief Engineer) Adam Nicholls	
<b>Apologies:</b>		

**Minutes**

<b>Item</b>	<b>Description</b>	<b>Actions</b>
<b>1</b>	<u>Apologies</u> Apologies – no apologies received.	
<b>2</b>	<u>Minutes of Previous Meeting and Matters Arising</u> The Minutes were approved as a true record of the Wednesday 4 May 2016 meeting.	
<b>3</b>	<u>Programme Directors Update</u> 3.1. The Governance Group noted the Programme Directors update. 3.2. The Governance Group questioned how the principles would be used to guide scenario development and assessment criteria. 3.3. The Governance Group noted that the team would be actively inviting further input from the community and stakeholder groups to scenario development, and that when the assessment criteria are developed in draft, feedback will be sought from the community and stakeholder groups. 3.4. It was agreed that an update on the scenario development process and on assessment criteria be provided at the next Governance Group meeting, Monday 29 August 2016.	Jim Bentley

4	<p><u>Review of Research Information and Draft Principles</u></p> <p>4.1. Jim Bentley, Anthony Wilson and Deb Hume presented the research information from the public engagement phase and the traffic data collection exercise, and the draft principles.</p> <p>4.2. The Governance Group noted that this information has been presented to GWRC (29 June) and WCC Transport and Urban Design Committee (30 June) and that in both cases the draft principles had been positively received with only minor changes requested.</p> <p>4.3. The Governance Group supported the release of the draft principles to seek community and stakeholder group feedback, subject to minor changes which were agreed. The version agreed by the Governance Group is attached to the minutes.</p> <p>4.4. The Governance Group noted that the presentation made to them in this meeting would be made available on the LGWM website Friday 1 July 2016 and that the Programme Director would be writing to stakeholder Groups, requesting feedback on the draft principles and inviting representatives to meet with the team to discuss the principles and to seek their input to the scenario development process.</p>	
5	<p><u>Update on Data Collection and Model Development</u></p> <p>5.1. The Governance Group noted the scale of the data collection exercise and the initial findings included in the presentation referred to in 4.1 above.</p> <p>5.2. The Governance Group noted the similarities in the findings from data collection and the messages received from the public engagement phase.</p> <p>5.3. The Governance Group noted that the model development is broadly on programme, in line with the high level programme expectation for decision support tools to be available for scenario assessment in Q4 of 2016</p>	
6	<p><u>Programme Update – key dates and milestones</u></p> <p>6.1. The Governance Group noted that although development of draft principles has taken longer than expected, this is not expected to delay the achievement of later milestones.</p> <p>6.2. The Governance Group noted that assessment criteria are due to be communicated in August 2016 and scenario development is due to take place in Q4 of 2016</p>	
7	<p><u>Date of Next Meeting</u></p> <p>12:00-1:30pm, Thursday 29 August 2016.</p>	