

Ngauranga to Airport Governance Group

MINUTES

Meeting Information

Time:	12:00pm – 1:30pm	
Date:	Monday, 29 August 2016	
Location:	NZTA Wellington Regional Office, Majestic Centre 100 Willis St – Boardroom 5.16	
Present:	Raewyn Bleakley (NZTA) (Chair) Celia Wade-Brown (WCC) Paul Swain (GWRC) Andy Foster (WCC) Chris Laidlaw (GWRC) Fergus Gammie (NZTA) Wayne Guppy (UHCC)	
In Attendance:	Jim Bentley (out-going Programme Director) Barry Mein (in-coming Programme Director) Kevin Lavery (WCC) Deb Hume (GWRC) Anthony Wilson (WCC) Adam Nicholls (WCC) Sarah Ropata (N2A) Harriet Shelton (GWRC)	
Apologies:		

Minutes

Item	Description	Actions
1	<u>Apologies</u> Apologies – no apologies received.	
2	<u>Minutes of Previous Meeting and Matters Arising</u> The Minutes were approved as a true record of the Wednesday 30 June 2016 meeting.	
3	<u>Programme Directors Update</u> 3.1. The Governance Group noted the Programme Directors update. 3.2. The Governance Group welcomed Barry Mein to the role of Programme Director, acknowledging the relevance of his previous experience to this phase of the programme now underway. 3.3. It was agreed that Barry Mein should continue the practice of regular attendance at STC, TUD and RTC. 3.4. The Governance Group reminded the Management Team of the importance of being clear about scope, that is, the specific problems the programme is seeking to address and the opportunities it is seeking to focus on.	Barry Mein

	<p>3.5. It was agreed the that Management Team should review budget and programme requirements in light of the scope review referred to in Item 3.4.</p> <p>3.6. The Governance Group noted the change to dates from communication of the agreed principles and the assessment criteria.</p>	Barry Mein
4	<p><u>Item for Information – Assessment Criteria (presentation)</u></p> <p>4.1. The Governance Group received the presentation made by Deb Hume.</p> <p>4.2. The Governance Group advised the Management Team of the need to be clear about the relatively small number of key priorities and to ensure that there is alignment on these.</p> <p>4.3. It was noted that the timing and phasing intentions will be important and that these considerations could be built into simulation tools which could be useful in community engagement late in the programme.</p> <p>4.4. The Governance Group requested that an update on criteria, with particular emphasis on the over-arching criteria be provided at the next Governance Group meeting.</p>	Barry Mein Barry Mein
5	<p><u>Item for Information – Urban Design and Transport Principles</u></p> <p>5.1. The Governance Group noted that the Alliance Board had approved the urban design and transport principles, as presented with the papers for this Governance Group.</p> <p>5.2. The Governance Group noted that changes made as a result of feedback from stakeholders and agreed that these should now be communicated as final, with one amendment to be made – the final process principle will now read:</p> <p style="padding-left: 40px;">“adopt a transparent approach to sharing data and information”</p> <p>The amended principles would be communicated via the Let’s Get Wellington Moving website following this Governance Group meeting.</p>	Sarah Ropata
6	<p><u>Other Business</u></p> <p>6.1. The Governance Group requested that the Management Team continue to communicate that ideas would still be welcome from the community and other stakeholders and to be clear that new ideas could be received until December 2016.</p> <p>6.2. The Governance Group thanked Jim Bentley for his service as Programme Director and wished him well in his new role.</p>	Sarah Ropata
7	<p><u>Date of Next Meeting</u></p> <p>3:30-5:00pm, Wednesday 16 November 2016.</p>	