



Special Board Meeting Minutes	
Date & time	19 September 2014, 1.00 – 2.30pm.
Location	Chews Lane, Wellington and by teleconference
Board membership	Dame Patsy Reddy (Acting Chair), Chris Moller, Jerry Rickman, Gill Cox, Adrienne Young-Cooper, Nick Rogers and Mark Oldfield
Apologies	Tony Lanigan
NZTA staff in attendance	Geoff Dangerfield (Chief Executive) Tommy Parker (GM Highways & Network Operations), Jenny Chetwynd (GM Strategy, Communications and Performance and Board Secretary) Brandon Mainwaring (National Manager, Trends & Performance) and Paul Helm (Chief Financial Officer)

1. Introduction and governance matters

1.1 Apologies

Apologies from Tony Lanigan were noted and accepted.

1.2 Confirmation and overview of the agenda

The agenda was accepted as circulated.

1.3 Declarations of conflicts of interest

Nick Rogers declared his interests in Tonkin and Taylor, as Tonkin and Taylor is part of the MPA Alliance. Board member noted and discussed his declaration, and agreed that the circumstances did not warrant Nick Rodgers to abstain from the discussion.

2. 2013/14 Annual Reports

2.1 Report from the 19 September Special Audit, Risk and Assurance Board Committee meeting

Jerry outlined the discussion at the ARA Committee meeting. He confirmed that the PWC Warrant of financial fitness documents had been reviewed and that all questions they had raised regarding those documents and the annual accounts had been answered sufficiently for them to provide their assurance to the Board.

2.2 2013/14 NZTA and NLTF summary of Service Delivery and Investment Performance for the year ending 30 June 2014

Board paper 14/09/0856

Geoff Dangerfield presented the summary of the New Zealand Transport Agency and National Land Transport Fund service delivery and investment performance for the year ending 30th June 2014. He highlighted significant progress against both long-term goals and short-term priorities.

Board members reviewed and discussed progress against each of the significant goals and priorities, noting the increasing number of local government projects that are not proceeding to time frame, and the potential causes of this emerging trend.

Resolution 1	<i>The New Zealand Transport Agency Board received the NZ Transport Agency and NLTF summary of progress against long-term goals and short-term priorities as well Service Delivery and Investment Performance for the year ended 30 June 2014.</i>
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2.3 Adoption of the NZTA and NLTF Annual Reports for the year ended 30 June 2014

Board paper 14/07/0857

Mark Oldfield abstained from this discussion as his term of appointment commenced after the end of the year.

Geoff Dangerfield presented the NZ Transport Agency and National Land Transport Fund Annual Report 2013/14 for adoption by the Board.

Board members reviewed the report, and discussed the assurance received from the Audit and Risk Committee regarding the accuracy of the documents. Board members then addressed the specific items of the PWC Warrants of financial fitness for NZTA and NLTF.

Board members noted their thanks and best wishes to departing Chief Financial Officer, Paul Helm.

Resolution 2	<i>The New Zealand Transport Agency Board: a. received the assurance from the Audit Risk and Assurance Committee regarding the accuracy of the NZ Transport Agency Annual Report and the National Land Transport Fund Annual Report for the year ended 30 June 2014;</i>
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	<p><i>b. adopted the Annual Report 2013/14 for the NZ Transport Agency and National Land Transport Fund for the year ended 30 June 2014;</i></p> <p><i>c. delegated signing of the NZ Transport Agency Annual Report letters of representation and the financial warrant of fitness to the Board Chair and Chair of the Audit, Risk and Assurance Committee to be signed on 17 October 2014.</i></p> <p><i>d. delegated to the Chair approval of further editorial and minor changes to the report prior to publication.</i></p>
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3. Significant planning, investment and operational matters

3.1 Basin Bridge High Court Appeal Approval

Board paper 14/09/0858

Geoff Dangerfield outlined the key issues that need to be addressed in the Board of Inquiry's decision and the potential grounds for appeal.

Board members discussed the merits of these grounds for appeal. They noted specifically the key driver of and benefits to be gained from an appeal are in obtaining legal clarity so that the Transport Agency and other utility providers can have greater certainty regarding the consenting environment for future projects.

Resolution 3	<i>The New Zealand Transport Agency Board approved an appeal to the High Court of the Board of Inquiry's decision to cancel the Basin Bridge notice of requirement and to decline its associated resource consent applications.</i>
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4. Other updates and general business

4.1 Briefing to the Incoming Minister

Geoff Dangerfield outlined the key issues being raised in the preparation of the briefing to the incoming Minister, and Board members provided their feedback on key aspects.

Minutes approved by the Acting Chair	<hr/>
Date	----/----/----