



Board Meeting Minutes	
<b>Date &amp; time</b>	24 August 2016, 10.30 – 11.45am
<b>Location</b>	Cliftons Conference Centre, Majestic Centre, 100 Willis Street, Wellington
<b>Board Membership</b>	Chris Moller (Chair, until 11.20am), Fran Wilde (Deputy Chair, chaired the meeting from 11.20am onwards), Adrienne Young-Cooper, Nick Rogers, Mark Oldfield, Chris Ellis and Leo Lonergan. Gill Cox by teleconference.
<b>Apologies</b>	None
<b>NZTA staff in attendance</b>	Fergus Gammie (Chief Executive) Robert Brodnax (Acting GM Planning & Investment), Tommy Parker (GM Highways & Network Operations), Jenny Chetwynd (GM Strategy & Performance and Board Secretary) and Dave Brash.
<b>Guests</b>	Maureena van der Lem and Louise Lennard from the Ministry of Transport.

## **1. Introduction and governance matters**

### **1.1 Apologies**

All Board members attended.

### **1.2 Confirmation and overview of the agenda**

The agenda was accepted as circulated.

Chris Moller acknowledged that this was the last Board meeting that Dave Brash would attend, and thanked Dave Brash for his significant contribution to the NZ Transport Agency since 2008.

### **1.3 Declarations of conflicts of interest**

The schedule of Board members' interests was noted as tabled.

## **2. Quality assurance of key organisational systems, policies and processes**

### **2.1 Ministry of Transport presentation on the Crown entity monitoring framework**

[Board paper 16/08/1057](#)

Brandon Mainwaring provided Board members with an overview of the purpose of the Crown Entity Monitoring Framework and the role of the NZ Transport Agency Audit, Risk and Assurance Committee in overseeing the development of the evidence base (through the annual assurance programme) required for the Monitoring Framework's assessment processes.

The Chair welcomed Maureena van der Lem and Louise Lennard from the Ministry of Transport to the meeting. Ms van der Lem and Ms Lennard provided an overview of the key aspects of the Ministry of Transport’s approach to developing and applying the Crown Entity Monitoring framework to the NZ Transport Agency’s activities.

Members canvassed how the Crown Entity Assessment Framework will assist in assessing the embedding of a health and safety culture within the NZ Transport Agency and sought advice from the Ministry of Transport on that issue. Members also canvassed the development of the specific indicators within the assessment framework and noted their preference that these be shared with the Board before they are adopted by the Ministry of Transport.

<p><b>Resolution 1</b></p>	<p><i>The New Zealand Transport Agency Board:</i></p> <ul style="list-style-type: none"> <li>• <b>Noted</b> that the purpose of the Crown Entity Assessment Framework is to enable the Ministry of Transport to provide a consistent approach to the monitoring of transport Crown entities on behalf of the Minister of Transport.</li> <li>• <b>Noted</b> that the Transport Agency’s Audit, Risk and Assurance Committee oversees the development of the evidence base required for the upcoming Ministry of Transport Crown entity assessment process, through the assurance programme 2016/17 and consideration of the Statements of Intent and Performance Expectations and the Annual reports.</li> </ul>
<p><b>Requested Actions</b></p>	<p><i>Board Members are to receive additional advice from the Ministry of Transport on how a health and safety culture is assessed under the Crown Entity Monitoring Framework.</i></p> <p><i>Board Members are to be advised of the specific indicators developed by Ministry of</i></p>

*Transport for the Crown Entity Assessment Framework prior to their finalisation and adoption by the Ministry for Transport.*

### 3. Significant planning, investment and operational matters

#### 3.1 Northland Bridges and Loop Road to Smeatons Hill – proposed package and funding proposal

Board paper 16/08/1059

Robert Brodnax provided an overview of the issues associated with the Northland Bridges and Loop Road proposed package and funding proposal. Board Members canvassed specifically the additional information provided on the description and quantification of the non-monetised benefits – and on precedent risk.

Members also discussed how this investment decision will be communicated, noting the projects were included in the Northland Region’s Land Transport Programme, and of linking this communication to the Government’s Regional Economic Development announcements.

Chris Moller left the meeting at this point, and Fran Wilde took the Chair.

<b>Resolution 3</b>	<p><i>The NZ Transport Agency Board:</i></p> <ul style="list-style-type: none"><li>• <b>Supported</b> a package approach for the implementation (design and construction) of the Matakohe (Hardies and Andersons) bridges, Taipa bridge and Kaeo bridge, and the Loop Road to Smeatons Hill project.</li><li>• <b>Noted</b> that the proposed package is included in the Regional Land Transport Plan and the Northland Economic Action Plan – and has an investment profile of high strategic fit and medium effectiveness and, taking into account wider economic benefits, the benefit cost ratio is above 1.</li></ul>
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- **Agreed** that the package should be funded on the basis that its estimated benefits – including unquantified and un-costed benefits – in supporting regional economic growth in Northland outweigh its estimated costs.
- **Noted** that the NZ Transport Agency has sought tenders for procurement of the design, consenting and construction of the four bridges, with tenders closing in October 2016.
- **Approved** \$51.5 million to fund the implementation, consenting and construction of the two Matakoho bridges (\$26.6m), Taipa bridge (\$14.1m), and Loop Road to Smeatons Hill Project (\$10.8m).
- **Noted** that the Kaeo bridge is part of the package but, because there are some flooding design issues yet to be resolved, it will be reported to the Board for construction funding approval in December 2016.

## 4. Other updates and general business

### 4.1 Draft agenda 19 September 2016 Board meeting

Jenny Chetwynd noted the current draft agenda for the meeting on 19 September 2016. Board Members discussed the need for the 2017 Board meeting dates to be provided as soon as possible.

### 6.1 General Business

Board members canvassed the update provided on the development of the Housing Infrastructure Fund policy.

The Board discussed the need for a briefing on the State Highway Valuation Process to specifically understand how it drives business decision making.

<b>Requested Action</b>	<i>Board Members are to receive a briefing on the State Highway valuation process.</i>
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## 5. Board Only Session

A Board only session was held at the start of the meeting.

Meeting closed: 12.15pm

<b>Minutes approved by the Chair</b>	_____
<b>Date</b>	_____/_____/_____