



Special Board Meeting Minutes	
<b>Date &amp; time</b>	31 March 2017, 4.00 – 6.05pm
<b>Location</b>	Teleconference
<b>Board Membership</b>	Chris Moller (Chair), Fran Wilde (Deputy Chair), Gill Cox, Chris Ellis, Leo Lonergan, Mark Oldfield, Nick Rogers and Adrienne Young Cooper.
<b>Apologies</b>	None
<b>NZTA staff in attendance</b>	Fergus Gammie (Chief Executive), Tommy Parker (General Manager State Highways and Network Operations), Raewyn Bleakley, General Manager Governance, Stakeholder and Communications), Allan Frost (General Manager Corporate Services), Robert Brodnax (Acting General Manager Planning and Investment), Martin McMullen (Director Connected Journeys) Brandon Mainwaring (National Manager Accountability and Performance), Steve Smith (Business Planning Director) and Paul Laplanche (Chief Financial Officer).

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

### **1.1 Apologies and welcome**

The Chair welcomed Board Members to the meeting.

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

The agenda items were accepted as circulated.

### **1.3 Declarations of conflict of interest**

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

Nick Rogers noted his standing interest in Tonkin and Taylor.

## **2. Setting sector and organisational direction**

### **2.1 Feedback to the Ministry of Transport on the engagement draft Government Policy Statement on Land Transport 2018/19 – 2027/28**

**Board paper 17/03/1121**

Brandon Mainwaring outlined the context in which the Board's feedback was being provided to the Ministry of Transport on the draft Government Policy Statement 2018-2028.

Members discussed and agreed that the key points made in the draft letter accurately reflected their position on the draft Government Policy Statement 2018-2028.

Members raised a question about the principles underpinning the National Land Transport Fund investment in footpath maintenance and improvements. Members requested this point be included in the letter to the Ministry of Transport on the draft Government Policy Statement 2018-2028 and requested further information on the matter.

<p><b>Resolution 1</b></p>	<p><i>The New Zealand Transport Agency Board;</i></p> <ul style="list-style-type: none"> <li>• <b>Agreed</b> to providing written feedback to the Ministry of Transport on the engagement draft of the Government Policy Statement on Land Transport for 2018-19 to 2027-28; and</li> <li>• <b>Delegated</b> authority to the Chair of the New Zealand Transport Agency Board to approve the final letter to the Ministry of Transport on the engagement draft of the Government Policy Statement on Land Transport for 2018-19 to 2027-28</li> </ul>
<p><b>Requested Action</b></p>	<p><i>Advice is to be provided to Board Members on the principles underpinning the National Land Transport Fund investment in footpath maintenance and improvements.</i></p>

### 3. Confirming service and financial performance targets

#### 3.1 Draft Statement of Intent 2017- 21 and Statement of Performance Expectations 2017/18 – non- financial information

[Board paper 17/03/1122](#)

The Chief Executive provided an overview of the content of the draft Statement of Intent 2017-21 and Statement of Performance Expectations 2017/18 – non-financial information.

Brandon Mainwaring emphasised the link between the proposed Key Performance Indicators and the Transport Agency’s new strategy and business planning process.

Brandon Mainwaring also drew Board Members’ attention to the fact the Key Performance Indicator for accessibility of jobs in Auckland will be developed over the 2017/18 financial year for inclusion in the 2018/19 accountability documents.

Board Members noted the update on the Draft Statement of Intent 2017-21 and Statement of Performance Expectations 2017/18 – non-financial information and requested a more prominent focus be given to freight and its economic development role alongside people mobility.

<b>Resolution 2</b>	<i>The New Zealand Transport Agency Board <b>received</b> the Transport Agency’s draft Statement of Intent 2017-21 and Statement of Performance Expectations 2017/18.</i>
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### 3.2 2017/18 Draft financial budget update

Board paper 17/03/1123

Allan Frost provided an overview of the draft financial budget for 2017/18.

Board Members noted the forecast funding position has improved by \$10 million, the intention that the budget be similar to the 2016/17 year and in line with the budget principles previously agreed by the Board.

<b>Resolution 3</b>	<i>The New Zealand Transport Agency Board:</i> <ul style="list-style-type: none"><li>• <b>Received</b> the update on the financial elements of the Statement of Performance Expectations 2017/18;</li><li>• <b>Agreed</b> that the financial budget be included in the draft Statement of Performance Expectations 2017/18.</li></ul>
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## 4. Significant planning, investment and operational matters

### 4.1 Bespoke Funding Assistance Rate for Hurunui District Council

Board paper 17/03/1124

Gill Cox declared his close contact with the Hurunui District Council through his involvement in other Boards.

Robert Brodnax summarised the reasons for Hurunui District Council's request for a bespoke Funding Assistance Rate. He noted the Board's recent decisions regarding bespoke Funding Assistance Rates for Kaikoura District Council and Marlborough District Council and that the methodology applied was consistent with these decisions.

Board Members discussed the significant impact of the earthquake damage on the district of Hurunui and the hardship that rate increases would generate.

Board Members canvassed the nature of the wider Crown funding package for Hurunui District, and requested further information on this package prior to making a decision on the bespoke Funding Assistance Rate for Hurunui District Council.

<b>Requested Action</b>	<i>Advice is to be provided to Board Members on the wider Crown funding package for the Hurunui District before the Transport Agency Board makes its decision on the bespoke Funding Assistance Rate for the Hurunui District Council.</i>
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## 4.2 Chatham Islands Council Funding Assistance Rate and operation, maintenance and depreciation of Waitangi wharf

Board paper 17/03/1125

Board members noted Dame Fran Wilde’s contact with the Chatham Islands through her involvement in other work on the Island related to Treaty settlements.

The Chief Executive noted that the Board had previously considered the changes to the Funding Assistance Rate for Chatham Islands Council and had requested further information on the quantum and impact of the change.

Board Members discussed and agreed that 88% is an appropriate end of transition Funding Assistance Rate for the Chatham Islands Council, taking into account the need to balance supporting the Chatham Islands with the importance of incentivising the Council to achieve value for money in delivering its transport programme.

Tommy Parker outlined the proposal for the New Zealand Transport Agency to take on ownership of the Chatham Islands wharf, noting the Transport Agency had built the wharf and currently operated two additional wharves in the Marlborough Sounds on behalf of the Marlborough District Council.

Board Members canvassed the principles, practicalities and risk associated with the Transport Agency ownership of wharf infrastructure.

Board Members requested more information to fully understand the risks, in particular health and safety, and other legal implications, arising from owning and operating the wharf before considering its decision to own and operate Waitangi wharf on behalf of the Crown.

<b>Resolution 4</b>	<i>The New Zealand Transport Agency Board <b>agreed</b> to revise the ‘end of transition’ normal Funding Assistance Rate for the Chatham Islands Council from 85% to 88%.</i>
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<b>Requested Action</b>	<i>Advice is to be provided to Board Members on the risks, particularly around Health and Safety, and legal implications arising from owning and operating the Waitangi Wharf, prior to considering its decision on this matter. Adrienne Young Cooper and Dame Fran Wilde are to provide assistance to management in bringing this advice to the Board.</i>
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### 4.3 Mobility as a Service

#### Board paper 17/03/1126

The Chief Executive summarised the opportunity to pilot a Mobility as a Service platform noting Mobility as a Service is a transport service where customers can access and pay for journeys on demand.

Board Members noted this technology is emerging globally and the proposed pilot offers New Zealand the opportunity to test the technology and its uptake.

<b>Resolution 5</b>	<p><i>The New Zealand Transport Agency Board:</i></p> <ul style="list-style-type: none"> <li>• <i><b>Endorsed</b> the proposed approach to create a national mobility as a service marketplace platform;</i></li> <li>• <i><b>Noted</b> that a stage 1 pilot will take place in Queenstown in partnership with Otago Regional Council, Queenstown Lakes District Council and Queenstown Airport during the 2017 Winter Ski Season;</i></li> <li>• <i><b>Noted</b> that a stage 2 pilot will take place at Auckland Airport and the surrounding areas in partnership with Auckland Transport, Auckland International Airport Limited and local businesses. The launch is planned for October 2017 to make an impact on congestion during the summer peak period (December 2017 - February 2018).</i></li> </ul>
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## 5. Other updates and general business

### 5.1 General Business

Board Members received an update from the Chief Executive on the funding of the restoration of SH1 resulting from the Kaikoura earthquake.

The Board meeting concluded at: 6.05pm

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