



Special Board Meeting Minutes	
Date & time	9 February 2018, 11:00am – 1:00pm
Location	NZ Transport Agency Boardroom, Level 2, 50 Victoria Street, Wellington
Board Membership	Dame Fran Wilde (Acting Board Chair), Adrienne Young-Cooper, Nick Rogers, Chris Ellis, Leo Loneragan, Mark Darrow and Vanessa van Uden
Apologies	None
NZTA staff in attendance	Fergus Gammie (Chief Executive) Raewyn Bleakley (General Manager Governance, Stakeholders & Communications and Board Secretary), Howard Cattermole (General Manager Investment and Finance), Jenny Chetwynd (General Manager Strategy, Policy & Planning), Gavin Armstrong (Manager Organisational Performance) and John Coulter (Senior Manager Operational Policy, Planning and Performance)

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 was accepted as circulated.

1.3 Declarations of conflicts of interests of Board Members

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

Nick Rogers noted his standing interest in Tonkin and Taylor.

1.4 Declarations of conflicts of interests of Senior Leadership Team Members

The schedule of Senior Leadership Team Members' interests was noted as tabled.

2. Chief Executive's Report

2.1 Chief Executive's Report

Fergus Gammie provided Board Members with an overview of the current issues facing the NZ Transport Agency. This included updates regarding Rapid Transit in Auckland; Transmission Gully progress and the development of the Government Policy Statement on Land Transport 2018-2021.

Resolution 1	<i>The NZ Transport Agency Board received the Chief Executive's Report.</i>
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3. Assessing progress against strategy and plans

3.1 Quarterly Results and Assurance Report for the period ending 31 December 2017 (Quarter 2)

Board paper 2018/02/1210

Gavin Armstrong introduced the item – noting paper and Quarterly Report for Quarter 2 (Q2 Report).

Mark Darrow provided an overview of the issues discussed at, and summarised the outcomes arising from, the 8 February 2018 Special Audit, Risk and Assurance Committee meeting. This included the adjustments proposed to be made to the Q2 Report to enable the commentary to better reflect the nature of preparation and review of the quarterly report, and to ensure the content had appropriate focus, clearer explanations and accurately reflected what has occurred during Quarter 2.

As a result of various questions and comments from Board Members and adjustments proposed via the ARA Board Committee, a range of items within the Q2 Report was discussed in detail. This discussion led to agreement by the Board for changes to be made to the Q2 Report prior to it being finalised and released.

Consequently, Board Members approved the Q2 Report, subject to the changes agreed. Approval of the final form of certain Q2 Report content, where more than minor or editorial changes are necessary, is delegated to Dame Fran Wilde and Mark Darrow.

Resolution 2	<p><i>The NZ Transport Agency Board:</i></p> <ul style="list-style-type: none"><i>a) Received the quarterly results and assurance report for the period ended 31 December 2017 (Quarter 2).</i><i>b) Agreed to the release of a copy of Board paper 2018/02/1210 to the Ministry of Transport for the purpose of Crown monitoring.</i>
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4. Setting sector and organisational direction

4.1 Strategic Alignment to Government Direction and Implications for Statement of Intent/Statement of Performance Expectations, Investment Assessment Framework and Business Planning

Board paper 2018/02/1211

Jenny Chetwynd spoke to the paper noting that the Transport Agency is well-positioned at a high level to accommodate Government direction and emerging priorities. Work to re-align the Transport Agency’s current strategic framework is being undertaken to ensure a relationship between Government priorities and Transport Agency Strategic Responses and Focus Areas.

The emerging priorities will provide the focus for the Transport Agency’s planning over the next three years and be reflected in the next Statement of Intent and Statement of Performance Expectations for the Transport Agency. The Board will be kept informed about changes to strategy to reflect the priorities and new targets.

Resolution 3	<p><i>The NZ Transport Agency Board:</i></p> <ul style="list-style-type: none"> <i>a) Notes the development of a new Government Policy Statement on Land Transport 2018-2021 (GPS).</i> <i>b) Agrees that changes will be required to the NZ Transport Agency’s Strategic Framework, Statement of Intent and Statement of Performance Expectations to reflect the new Government Policy Statement on Land Transport 2018-2021.</i> <i>c) Notes details of proposed changes to the NZ Transport Agency’s Strategic Framework, Statement of Intent and Statement of Performance Expectations will be presented to the Transport Agency Board in March 2018.</i>
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5. Significant planning, investment and operational matters

5.1 Provincial Growth Fund – Initial Transport Projects

Board paper 2018/02/1212

Fergus Gammie and Raewyn Bleakley spoke to the paper outlining progress on the establishment of the Provincial Growth Fund (PGF) and the development of eligibility criteria for funding from PGF. An explanation was provided regarding the basis for the initial list of transport projects put forward for consideration – as well as those highlighted to be incorporated into any announcements around the launch of the PGF.

The initial list reflects, to a degree, a range of fast track non-National Land Transport Fund projects that could be started quickly. Board Members noted the interim list of transport projects provided for funding out of the PGF, which will be followed by more considered assessment once criteria becomes clearer.

Resolution 4	<i>The NZ Transport Agency Board</i> <i>a) Endorses the transport projects proposed by the NZ Transport Agency to be considered by Ministers to be fully funded from the Provincial Growth Fund:</i>
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Region	Lead	Project	Cost
Gisborne	Gisborne	Inner Harbour Development	\$3.5 million
<p>The three sections on this page of the Minutes of the 9 February 2018 Special Board meeting have been withheld under section 9(2)(f)(iv) of the Official Information Act 1982, as there is a need to maintain the constitutional conventions for the time being which protect the confidentiality of advice tendered by Ministers of the Crown and officials. The NZ Transport Agency has determined that the interests being maintained outweigh any public interest in making the information available.</p>			
Northland	NZTA	SH10 Waipapa intersection	TBC
Taranaki	NZTA	SH43 seal	\$6-7 million
<p>b) Noted that the above ‘endorsement’ does not commit the NZ Transport Agency to fund those transport projects (or any increase in costs) out of the National Land Transport Fund, or alter the priorities applied by the Transport Agency to those transport projects.</p> <p>c) Noted further engagement with the Transport Agency Board will be required regarding the decision making framework connected to projects funded via the Provincial Growth Fund (PGF) and whenever further projects are proposed for PGF funding</p> <p>d) Noted the list of transport projects proposed by the NZ Transport Agency for inclusion in any formal announcements by Ministers on 23 February 2018 connected to funding via the Provincial Growth Fund.</p>			

6. General business

6.1 Draft agendas for 1 March 2018 Audit, Risk and Assurance Board Committee meeting, 1 March 2018 Investment and Operations Board Committee meeting and 1 March 2018 Board meeting

Resolution 5	<i>The NZ Transport Agency Board noted the draft agendas for the 1 March 2018 Audit, Risk and Assurance Board Committee meeting, 1 March 2018 Investment and Operations Board Committee meeting and 1 March 2018 Board meeting.</i>
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6.2 General business

No general business was raised or discussed.

7. Board only session

A Board only session was held.

The Board Meeting closed at 12:45pm.

Minutes approved by the Chair	_____
Date	____/____/____