

NATIONAL TICKETING SOLUTION

CONFIDENTIAL

National Ticketing Solution (NTS) Executive Steering Group Meeting Minute

Paper No: 2022-02-16-01a

Date:	9 February 2022	
Time:	7:00am – 9:00am	
Location:	Microsoft Teams	
Steering Group (All Teams)	<div>section 9(2)(a) (Chair)</div> <div>Charles Ronaldson</div> <div>Vanessa Ellis</div> <div>Roger Jones</div> <div>Scott Gallacher</div> <div>Delaney Myers</div> <div>Nick Donnelly</div> <div>Stewart Gibbon</div>	<div>Independent</div> <div>WK-NZTA</div> <div>AT</div> <div>AT</div> <div>GWRC</div> <div>WK-NZTA</div> <div>ORC</div> <div>ECAN</div>
In Attendance (All Teams)	<div>Graham Alston</div> <div>James Timperley</div> <div>Rachael Turnage</div> <div>Andrew McCallin</div> <div>Laura Wilmot</div> <div>Mark McHugh</div> <div>(Secretariat for this meeting)</div> <div>s 9(2)(a)</div> <div>Nicki Lau Young</div> <div>s 9(2)(a)</div> <div>s 9(2)(a) (Actions)</div>	<div>NTS</div> <div>NTS</div> <div>AT</div> <div>Waka Kotahi</div> <div>Waka Kotahi</div> <div>NTS</div> <div>ECAN</div> <div>GWRC</div> <div>Waka Kotahi</div> <div>NTS</div>
Apologies	Charles Ronaldson	

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Item	Description	Action	Resp
1.	Review Minutes and Actions	Actions Action review held over to monthly steering group meeting on 16 February 2022	
2.	TSMSA Agreement and Schedules	(Paper No 2022-02-09-02) Current status of negotiations presented by GA with a slide set outlining the current position with the TSMSA. s 9(2)(b)(ii) [REDACTED] Overall we are comfortable where we are at with the contract body and that nothing is retractable. Points of Note <ul style="list-style-type: none"> ▪ s 9(2)(b)(ii) [REDACTED] ▪ Significant Event – we require the TSP to take ownership of the process by default. Noted by section 9 that the P2 Agreement will need to align with this process. ▪ section 9(2)(g)(i) [REDACTED] ▪ s 9(2)(b)(ii) [REDACTED] ▪ s 9(2)(b)(ii) [REDACTED] ▪ s 9(2)(b)(ii) [REDACTED] ▪ section 9(2)(g)(i) [REDACTED] ▪ s 9(2)(b)(ii) [REDACTED] 	

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Item	Description	Action	Resp
		<p>Schedule 3 – Governance – redrafting to align with the supplier presentation</p> <p>Schedule 4 – section 9(2)(g)(i) [REDACTED]</p> <p>Schedule 5 – section 9(2)(g)(i) [REDACTED]</p> <p>Schedule 9 – Acceptance – this is being worked through and the nonsense position around payment is being sorted.</p> <p>General comments section 9(2)(g)(i) [REDACTED]</p> <p>S Gibbon and Scott comfortable with the direction.</p> <p>Actions</p> <ol style="list-style-type: none"> 1. P2 Agreement alignment – Significant Event and Confidential Information clauses will need to be aligned in P2 agreement 2. s 9(2)(b)(ii) [REDACTED] 3. Operations commencement – need alignment with first transaction date 4. Data – section 9(2)(g)(i) [REDACTED] (see action under SOW0) 	<p>CR</p> <p>GA</p> <p>GA</p> <p>GA</p>
3.	SOW0	<p>(Paper No 2022-02-09-03)</p> <p>GA presented an update on the status of SOW0.</p> <p>SOW0 outlines a broad scope of work for the Feb – June period. Most of this work will not be completed by June and will need to be completed under other Sow's.</p> <p>There will be workshops after 28 February to commence design elaboration and there will be PTA resource required.</p> <p>Stewart wanted to understand the quantum of the PTA resource to support these deliverables. Noted by section 9(2)(g)(i) [REDACTED] that the Cubic Workshop Schedule will help. Stewart also wanted to understand the</p>	

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		<p>consequences of delay. RJ stated that Covid related delays need to be built into the SOW so that we are not exposed to additional costs. Also termination rights on SOW0 is outstanding GA noted that the consequences for termination for convenience and grandfathering to SOW 1,2,3 is being addressed. JT also noted that this needs to be in line with the Board approvals.</p> <p>section 9(2) discussed the need to have steering group alignment back to Waka Kotahi and agreed that a memo will be drafted stating the steering group is satisfied with the current position and approach to closure, noting that unclosed matters will not inhibit the workshops starting 28 February and that the steering group is satisfied that the PD can proceed towards executing an agreement for SOW0. In addition any material changes from the position described must be brought back to the steering group. Furthermore, the Buyers ability to unfettered access to data must be contracted and</p> <p>Actions</p> <ol style="list-style-type: none"> 1. Level of PTA resource required for workshops from 28 February to be outlined with PTA's 2. section 9(2)(g)(i) 3. Memo for forwarding to the Waka Kotahi steering group to be drafted by GA as to current position with negotiation. Comments back to GA today and then memo to be forwarded to WK SG. 	<p>GA</p> <p>GA</p> <p>GA</p>
4.	Meeting Closed 8:44am	Next Steering Group Meeting: Wednesday 16 February 2022, 8:30am – 10:00am	