

NATIONAL TICKETING SOLUTION

National Ticketing Solution (NTS) Steering Group Meeting AGENDA

Date:	15 September 2021	
Time:	8:30am – 10:00am	
Location:	Majestic Centre, 88/100 Willis Street, 6.06 meeting room Teams Meeting: Join on your computer or mobile app Click here to join the meeting Or call in (audio only) +64 4-889 5600,,24935161# New Zealand, Wellington Phone Conference ID: 249 351 61#	
Steering Group Members:	section 9(2)(a) (Chair) Vanessa Ellis Roger Jones Scott Gallacher Stewart Gibbon Nick Donnelly Delaney Myers Charles Ronaldson	Independent AT AT GW ECAN ORC WK – NZTA WK - NZTA
Attendees:	Graham Alston James Timberley Rachael Turnage Andrew McCallin section 9(2)(a) Mark McHugh (Secretariat)	NEXT WK - NZTA AT WK – NZTA WK – NZTA NEXT
In Attendance:	section 9(2)(a)	WK - NZTA
Apologies:		

Item	Description	Paper No	Action	Lead
1.	Review Minutes and Actions <i>18 August 2021 Minutes</i> <i>27 August 2021 Minutes</i>	2021-09-01 2021-09-01a	Approval and action review	section 91
2.	Project NEXT Report <i>Report for period to 31 August 2021</i>	2021-09-02	Noting	GA
3.	TTP Establishment Report <i>Report for period to 10 September 2021</i>	2021-09-03	Noting	JT
4.	NTS Integrated Plan <i>a. Update</i> <i>b. Approach</i>	2021-09-04	Noting	JT
5.	Procurement Plan Amendment <i>Decision Point changes – align to integrated plan</i>	2021-09-05	Noting and Approval	GA
6.	Detailed Business Case <i>NTS DBC Do minimum overview</i>	2021-09-06	Noting	JT
7.	Operations Model <i>Current status</i>	-	Noting	JT
8.	Asset Re-use and Replacement Strategy for AT	-	Verbal	RT
9.	Negotiation Process Planning <i>a. Negotiation Process Handbook;</i> <i>b. Negotiation Phase - Buy side Protocol;</i> <i>c. Negotiation Phase - Document Map;</i> <i>d. Probity Plan – verbal update</i>	2021-09-07	Noting	GA
10.	Short Term Agreement <i>Short term agreement approach</i>	2021-09-08	Noting	GA
11.	NTS Customer Experience Forum <i>Re-tabled NTS Defining a target customer experience</i> <i>a. Appendix A – NTS target National Customer experience</i> <i>b. Appendix B – NTS Cost Drivers</i> <i>c. Appendix C – Potential future changes to requirements</i>	2021-09-09	Discussion	DM
12.	NTS Communications <i>Communications and Engagement Update</i>	2021-09-10	Update	section 91
13.	Working Group Progress <i>Update</i>	-	Verbal	RT
14.	Gateway Review Process <i>Update</i>	-	Verbal	CR

15.	Other Business	-		ALL
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END

Future meetings 2021 & 2022		
Date	Time	Location / Zoom
Wednesday 29 September	7:00-8:30am	Majestic 6.06; Teams Meeting
Wednesday 13 October	7:00-8:30am	Majestic 5.02; Teams Meeting
Wednesday 20 October	8:30-10am	Majestic 7.01; Teams Meeting
Wednesday 3 November	7:00-8:30am	Majestic 5.02; Teams Meeting
Wednesday 17 November	8:30-10am	Majestic 6.06; Teams Meeting
Wednesday 1 December	7:00-8:30am	Majestic 5.02; Teams Meeting
Wednesday 15 December	8:30-10am	Majestic 6.06; Teams Meeting
Wednesday 19 January	8:30-10am	Majestic 6.06; Teams Meeting
Wednesday 2 February	7:00-8:30am	Majestic 5.02; Teams Meeting
Wednesday 16 February	8:30-10am	Majestic 6.06; Teams Meeting
Wednesday 2 March	7:00-8:30am	Majestic 5.02; Teams Meeting
Wednesday 16 March	8:30-10am	Majestic 6.06; Teams Meeting
Wednesday 30 March	7:00-8:30am	Majestic 5.02; Teams Meeting

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