

Project NEXT Steering Group Meeting AGENDA

Date:	17 March 2021																
Time:	8:30am – 10:00am																
Location:	<p>Majestic Centre, 88/100 Willis Street, 6.06 meeting room</p> <p>Teams Meeting: Join on your computer or mobile app Click here to join the meeting Or call in (audio only) +64 4-889 5600,,199672039# New Zealand, Wellington Phone Conference ID: 199 672 039#</p>																
Steering Group Members:	<table> <tr> <td>section 9(2)(a)</td><td>Independent</td></tr> <tr> <td>Vanessa Ellis</td><td>AT</td></tr> <tr> <td>Roger Jones</td><td>AT</td></tr> <tr> <td>Scott Gallacher</td><td>GW</td></tr> <tr> <td>Stewart Gibbon</td><td>ECAN</td></tr> <tr> <td>Nick Donnelly</td><td>ORC</td></tr> <tr> <td>Delaney Myers</td><td>WK – NZTA</td></tr> <tr> <td>Charles Ronaldson</td><td>WK - NZTA</td></tr> </table>	section 9(2)(a)	Independent	Vanessa Ellis	AT	Roger Jones	AT	Scott Gallacher	GW	Stewart Gibbon	ECAN	Nick Donnelly	ORC	Delaney Myers	WK – NZTA	Charles Ronaldson	WK - NZTA
section 9(2)(a)	Independent																
Vanessa Ellis	AT																
Roger Jones	AT																
Scott Gallacher	GW																
Stewart Gibbon	ECAN																
Nick Donnelly	ORC																
Delaney Myers	WK – NZTA																
Charles Ronaldson	WK - NZTA																
Attendees:	<table> <tr> <td>Graham Alston</td><td>NEXT</td></tr> <tr> <td>James Timperley</td><td>WK - NZTA</td></tr> <tr> <td>Rachael Turnage</td><td>AT</td></tr> <tr> <td>Andrew McCallin</td><td>WK – NZTA</td></tr> <tr> <td>section 9(2)(a)</td><td>WK – NZTA</td></tr> <tr> <td>Mark McHugh (Secretariat)</td><td>NEXT</td></tr> </table>	Graham Alston	NEXT	James Timperley	WK - NZTA	Rachael Turnage	AT	Andrew McCallin	WK – NZTA	section 9(2)(a)	WK – NZTA	Mark McHugh (Secretariat)	NEXT				
Graham Alston	NEXT																
James Timperley	WK - NZTA																
Rachael Turnage	AT																
Andrew McCallin	WK – NZTA																
section 9(2)(a)	WK – NZTA																
Mark McHugh (Secretariat)	NEXT																
Apologies:																	

Future meetings 2021		
Date	Time	Location / Zoom
Wednesday 21 April	8:30-10am	Majestic 7.01; Teams Meeting
Wednesday 19 May	8:30-10am	Majestic 6.06; Teams Meeting
Wednesday 16 June	8:30-10am	Majestic 7.01; Teams Meeting

Item	Description	Paper No	Action	Lead
1.	Review Minutes and Actions <i>16 February 2021 Minutes</i>	2021-03-01	Approval and action review	section 91.
2.	Project Report <i>Report for period to 28 February 2021</i>	2021-03-02	Noting	GA
3.	TTP Establishment Report <i>Report for period to 12 March 2021</i>	2021-03-03	Noting	JT
4.	MPGG Update		Verbal	CR
5.	Working Group Progress Update		Verbal	GA
6.	RFP Evaluation Progress <i>Status Update</i>		Verbal	GA
7.	BAFO Process Documentation a. <i>Steering Group BAFO Workshop minutes 17 February 2021</i> <i>BAFO Documentation Memo</i> b. <i>BAFO Process Handbook</i> c. <i>BAFO Interactive Workshop Protocol – Buyer</i> d. <i>BAFO Interactive Workshop Protocol – Respondent</i> e. <i>BAFO RFP TTSC Guidance</i>	2021-03-04 2021-03-05 2021-03-06 2021-03-07 2021-03-08	Noting Noting and Approval	GA GA
8.	Probity a. <i>Probity Plan - Updated for BAFO</i> b. <i>RFP Response Information Dissemination Protocol Memo</i>	2021-03-09 2021-03-10	Approval Approval	GA GA
9.	Finalisation of Roadmap	2021-03-11	Approval	GA
10.	NTS Customer Experience Forum <i>Status update</i>	2021-03-12	Noting	AM
11.	Gateway Review Process		Verbal	CR
12.	NTS Communications <i>Status update paper on communications and engagement for Down-Selection process</i>	2021-03-13	Discussion	CR
13.	Other Business		Verbal	ALL

END