

LGWM Governance Board Meeting



The Board hui will be held in the LGWM Boardroom - Rūnanga and on [MS Teams](#)

Members:

- Dave Brash (Chair)
- Nigel Corry
- Luke Troy
- Brett Gliddon
- Robyn Elston
- Barbara McKerrow
- Siobhan Procter

Attendees:

Sarah Gardner; John Sinclair; Adam Nicholls; Moana Mackey; Amelia East; Dave Humm; and Dianne Railton (Governance Secretary)

15 March 2023 02:00 PM

Agenda Topic

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BOARD ONLY TIME

1. WELCOME/KARAKIA

OPENING KARAKIA:

Aio ki te Aorangi
Aio ki te whenua
Aio ki te ao katoa
Aio ki ahau
Aio ki a tatou
Haumi ē! Hui ē! Tāiki ē!

Let peace reign above
Let peace reign below
Let peace reign everywhere
Let peace reign within
Let peace reign with us all

2. APOLOGIES

No apologies were received prior to the agenda being published.

3. CONFIRMATION OF AGENDA

Confirm the Agenda, or confirm any changes to the Agenda.

4. CONFLICT OF INTEREST

Members to declare any possible conflict of interest.

5.	CONFIRMATION OF MINUTES	4
	The Board will consider minutes of the previous meeting with or without changes.	
5.1	Out of Scope [Redacted]	4
6.	OPEN ACTIONS OF THE PARTNERSHIP BOARD	10
6.1	Out of Scope [Redacted]	10
7.	ITEMS FOR CONSIDERATION	11
7.1	Out of Scope [Redacted]	
	[Redacted]	
7.2	Out of Scope [Redacted]	11
	Out of Scope [Redacted]	
	[Redacted]	20
	[Redacted]	22
	[Redacted]	26
7.3	Out of Scope [Redacted]	27
	[Redacted]	
	Out of Scope [Redacted]	
7.4	Out of Scope [Redacted]	
	[Redacted]	
	[Redacted]	
	[Redacted]	
7.5	Out of Scope [Redacted]	31
	Out of Scope [Redacted]	
	[Redacted]	36
	[Redacted]	43
7.6	Out of Scope [Redacted]	51
	Out of Scope [Redacted]	
7.7	Out of Scope [Redacted]	53
	Out of Scope [Redacted]	
	[Redacted]	57
	[Redacted]	106

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Out of Scope [Redacted] 107

[Redacted] 111

7.8 Out of Scope [Redacted] 112

Out of Scope [Redacted]

[Redacted] 115

7.9 Out of Scope [Redacted]

[Redacted]

7.10 Out of Scope [Redacted] 117

Out of Scope [Redacted] 123

7.11 GATEWAY REVIEW IMPLEMENTATION

A paper will be circulated prior to the meeting (a proposed approach and implementation plan to address issues raised in the Gateway Review for the 15 March Board meeting)

8. Out of Scope [Redacted] 125

Out of Scope [Redacted]

9. OTHER BUSINESS

10. CLOSURE/KARAKIA

CLOSING KARAKIA:

Unuhia, unuhia
 Unuhia ki te uru tapu nui
 Kia wātea, kia māmā, te ngākau, te tinana, te wairua i te ara takatā
 Koia rā e Rongo, whakairia ake ki runga
 Kia wātea
 Kia wātea
 Āe rā, kua wātea!

Draw on, draw on, draw on the supreme sacredness
 To clear, to free the heart, the body and the spirit of mankind
 Oh Rongo, above
 Let this all be done in unity!

NEXT GOVERNANCE BOARD HUI

12 April 2023 - 2:00pm-5:00pm: LGWM Governance Board (venue: Boardroom – Rūnanga or via Teams)

For Coversheet

To: LGWM Partnership Board (the Board)

Author(s): Amelia East, [Partner Lead, Waka Kotahi]

Approver: Robyn Elston, [SRO, National Manager System Design, Waka Kotahi]

Date: 10 March 2023

Subject: For Endorsement: Gateway Review – Next Steps

Doc no: 1624/23 **Agenda item:** 7.4.1

Purpose

The purpose of this paper is to formally update the Board on the outcomes of the recently finalised Gateway Review (GwR) and to agree that a draft response action/ project plan, to be led by the partners, be prepared to address the recommendations contained in the GwR report.

Recommendation

It is recommended that the LGWM Board:

- 1) **Notes** the contents of this paper and summary findings of the Gateway Review.
- 2) **Endorses** Waka Kotahi to lead and draft a project plan/ response plan to address the gateway recommendations, working with the Partners and the Programme as needed.
- 3) **Agrees** each Partner will provide their priority issues/risks/opportunities to the Waka Kotahi Partner lead during March to enable the Gateway response plan to be prepared.
- 4) **Notes** Waka Kotahi will report back to the Board with a draft project plan/ response plan at the next Board meeting.
- 5) s 9(2)(g)(i) [REDACTED]
- 6) **Notes** the Gateway Review report is a confidential report and should not be circulated wider without agreement by the SRO or Board member.
- 7) **Agree** the SRO and the Programme Director will provide a verbal update to the entire LGWM team after the Board meeting on the Gateway review.

Background

A 'stage zero' Gateway Review Report has recently been completed and finalised and represents the first gateway review for the LGWM programme.

Gateway is programme / project assurance process performed at up to six critical stages in the lifecycle of a project and at intervals during a programme. Reviews are designed to:

- Assess a programme/ project against its specified objectives at a particular stage in its lifecycle;
- Provide early identification of any areas that may require corrective action; and
- Increase confidence that the programme/ project is ready to progress successfully to the next stage.

A 'stage zero' gateway review is a strategic assessment that may be undertaken at the start-up stage of a programme, to inform decision-making, or may be undertaken during programme implementation to confirm the alignment with the established outcomes. The review provides assurance to the Sponsoring Agency responsible for the programme, via the Senior Responsible Owner, that the scope and purpose has been adequately assessed, communicated to stakeholders, and fits within the agency's overall business strategy and/or whole-of-government strategies and policies. It also aims to test whether stakeholders' expectations of the programme are realistic, by reference to planned outcomes, resource requirements, timetable and achievability.

The GwR was completed through a combination of key document review and interviews. The onsite review by the Gateway review team was completed between 20 and 24 February 2023.

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Discussion

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Future Gateway Reviews

The gateway report noted that the next gateway review should be a Gate Zero Strategic Assessment and should be held in approximately 12 months (February / March 2024).

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Appendix One – Extract Summary of Gateway Review Recommendations.

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