

NATIONAL TICKETING SOLUTION

CONFIDENTIAL

National Ticketing Solution (NTS) Executive Steering Group Workshop Meeting Minute

Paper No: 2022-06-15-01a

Date:	27 May 2022	
Time:	12:30pm – 16:30pm	
Location:	Microsoft Teams	
Steering Group (All Teams)	<div><div>section 9(2)(a) (Chair)</div><div>Independent</div></div> <div><div>Charles Ronaldson</div><div>WK-NZTA</div></div> <div><div>Vanessa Ellis</div><div>AT</div></div> <div><div>Roger Jones</div><div>AT</div></div> <div><div>Sam Gain</div><div>GWRC</div></div> <div><div>Delaney Myers</div><div>WK-NZTA</div></div> <div><div>Nick Donnelly</div><div>ORC</div></div> <div><div>Stewart Gibbon</div><div>ECAN</div></div>	
In Attendance (All Teams)	<div><div>Matthew Walker</div><div>Waka Kotahi</div></div> <div><div>s 9(2)(a)</div><div>NTS</div></div> <div><div>Graham Alston</div><div>NTS</div></div> <div><div>James Timperley</div><div>AT</div></div> <div><div>Chris Creighton (<i>obo Rochael Turnage</i>)</div><div>Waka Kotahi</div></div> <div><div>Laura Wilmot</div><div>NTS</div></div> <div><div>Mark McHugh</div><div>ECAN</div></div> <div><div>(<i>Secretariat for this meeting</i>)</div><div></div></div> <div><div>s 9(2)(a)</div><div>Waka Kotahi</div></div> <div><div>Kelly Currie</div><div>NTS</div></div> <div><div>s 9(2)(a) (Actions)</div><div></div></div>	
Apologies		

NATIONAL TICKETING SOLUTION

CONFIDENTIAL

Item	Description	Action	Resp
1.	Contract Negotiation Reset	<p>s 9(2)(b)(ii), s 9(2)(a)</p> <p>Product Based approach – AT Workshop 25 May</p> <ul style="list-style-type: none">• s 9(2)(b)(ii)• Workshop helped with clarity and getting common level of understanding. There were 7 scenarios and got through 3 of them in the workshop. Follow on workshop to get through other scenarios will be scheduled later next week.• RJ noted some of Weds workshop will feed into negotiations – journey planner concern (not journey capable) will go into negotiations about how we interface. Noted impact of dependency on product release cycle.• section 9(2)(b)(ii) would seem we now have mechanism to move forward as s 9(2)(b)(ii)	

NATIONAL TICKETING SOLUTION

CONFIDENTIAL

Item	Description	Action	Resp
		<ul style="list-style-type: none"> MW - Waka Kotahi Board is enthusiastic to see NTS negotiations continue to move forward and get to a successful contract and timeboxing is on the Board radar. MW – s 9(2)(b)(ii) [REDACTED] Stewart G – requests other views on risk assessment. Prefers that the steering group can discuss and make a conscious decision on re-engaging. [REDACTED] – the focus is just about recommencing negotiation. There are plenty of checkpoints. GA – replanning is required and Negotiation Plan needs to be updated and this will be tabled at steering group meeting on 15 June for approval. <p>ACTION: JT schedule Part 2 AT & CU workshop that was held 25th May to get through all scenarios. Outcomes of AT and CU workshops (May 25th and next) regarding product confidence and scenarios to be shared with NTS SG.</p> <p>ACTION: GA update and re-circulate original memo that was presented to NTS SG on 18th May with update against 9 items, to NTS SG by COB Monday 30th June (2 days) to get approval from NTS SG for s 9(2)(b)(ii)</p> <p>[REDACTED] SGa asked for opportunity for GWRC participation in the advisory group. This was agreed. Aim for contract to be agreed by end of August 2022. s 9(2)(b)(ii)</p> <p>[REDACTED]</p> <p>ACTION: [REDACTED] book NTS SG meeting for NTS SG to formally approve NTS negotiations recommence (following circulation of paper by GA on Monday 30th June). (Weds morning not suitable for SGa. suggest 9am Thurs).</p> <p>ACTION: GA undertake planning for full contract s 9(2)(b)(ii)</p> <p>[REDACTED]</p> <p>ACTION: SGa to talk with GWRC about being involved in the NTS SG subcommittee that will be involved directly with the negotiations team going forward. (as was proposed by CR).</p>	<p>JT</p> <p>GA</p> <p>s 9(2)(a)</p> <p>GA</p> <p>SGa</p>
2.	NTS Strategic Setting	<ul style="list-style-type: none"> This item on the agenda as VE and SGa asked to revisit what is the problem the NTS is trying to solve. 	

NATIONAL TICKETING SOLUTION

CONFIDENTIAL

Item	Description	Action	Resp
		<ul style="list-style-type: none"> MW presented slide and material. Emission reductions and climate targets were noted and a 10 page summary document of the 200 page Detailed Business Case has been developed. section 9(2)(g)(i) CR noted the ILM gave us a beginning position. The DBC process has been iterative and updated over the years and as the world has evolved. Current DBC is now the authoritative version and we are almost at the point of producing a final version. Do minimum was signed off by all PTAs. section 9(2)(g)(i) natural to have some reflection on a project that's been running over 5 years. The DBC has been kept up to date Some drivers may have changed. Perhaps should rearticulate new drivers and benefits section 9(2)(g)(i) Need to get back to negotiating table. Need certainty on who's going first and when and when AT will go and when Ecan will go. s 9(2)(a) consider risk of doing it vs risk on not doing it. Health sector has parallels with transport sector. If stay regional and don't go nationwide can heighten the risks of not doing it. Over time equity will be more in demand than less. If there are opportunities to go nationwide better to take them sooner. MW confirmed everyone wants open loop and account based so is that the counterfactual? Better option for customers is a "no brainer". Maybe capital should go in places, but the nub of the issue is that we join up into a nationwide system. VE Open loop, account based and modern payment methods is essential. AT want to ensure as well we don't go backwards with regard to customer experience. How do we make sure risks around supplier product don't get away from us so it's not years before customers get benefits from the new system. RJ – suggests talking to the Minister on how AT can be brought forward. This will give the negotiation team the best chance of success. SGi section 9(2)(b)(ii) The national system decision has been made. SGa GWRC are supportive of a national approach. ND – National approach is right and this is a stepping stone. section 9(2)(b)(ii) the devil will be in the detail and we can ensure management of risks and reflect on whether we need to do more with risk management. <p>ACTION: MW (JT) to share with NTS SG the DBC 10 page summary paper by Wednesday 1st June as it outlines the rationale and problems the NTS will solve. NTS SG members can then raise issues and what specifically requires further work.</p>	JT

NATIONAL TICKETING SOLUTION

CONFIDENTIAL

Item	Description	Action	Resp
3.	Governance Review	<ul style="list-style-type: none"> Paper on governance by section 9(2)(a) will go to MPGG on 31st May. MPGG will be dissolved, dispute resolution still to be addressed Proposed new governance to be effective from completion of procurement project and will include 3 independents, including Chair. Projects Controls Group a good idea. SGa sees following areas to be addressed – 1. Decision making – voting rights, 2. – MPGG role if consensus can't be found – 3. Update diagram, 4 – Update Appendix 7 re Customer on Board'. VE – need to identify where decisions are made, to be clarified in P2, also need to understand where there is Maori representation.- 	
4.	Participation Parameters	<ul style="list-style-type: none"> JT presented on Participation Parameters including risk themes and approach. RJ asked that this be updated to reflect when will be addressed eg Release 1, Release 2 etc. PTA's to look at and provide feedback to JT <p>ACTION: Add milestone date and RAG for status and timing</p> <p>ACTION: Feedback from PTA's to JT</p> <p>ACTION: JT update participation parameters, risk themes and approach and bring to next NTS SG meeting on 15th June.</p>	<p>JT</p> <p>RJ/SGa/SGi /ND</p> <p>JT</p>
5.	NTS Roadmap	<ul style="list-style-type: none"> Can Plan B may impact order of who goes first. Would go tomorrow if that were possible. <p>section 9(2)(g)(i)</p>	
	Meeting Closed 4:29pm	Next Steering Group Meeting: Wednesday 15 June 2022, 8:30am – 10:00am	