

NATIONAL TICKETING SOLUTION

CONFIDENTIAL

National Ticketing Solution (NTS) Executive Steering Group Meeting Minute

Paper No: 2022-05-18-01a

Date:	10 May 2022	
Time:	8:00am – 8:30am	
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>Scott Gallacher</div><div>GWRC</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>Graham Alston</div><div>NTS</div></div> <div><div>James Timperley</div><div>NTS</div></div> <div><div>Chris Creighton (For Rachael Turnage)</div><div>AT</div></div> <div><div>Laura Wilmot</div><div>Waka Kotahi</div></div> <div><div>Mark McHugh</div><div>NTS</div></div> <div><div>(Secretariat for this meeting)</div><div></div></div> <div><div>s 9(2)(a)</div><div>ECAN</div></div> <div><div>Nicki Lau Young</div><div>GWRC</div></div> <div><div>s 9(2)(a) (Actions)</div><div>NTS</div></div>	
Apologies		

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Item	Description	Action	Resp																									
1.	<div>s 9(2)(b)(ii)</div> <div>This meeting purpose has been repositioned to provide a verbal update on the current status of these reset discussions.</div> <div>s 9(2)(b)(ii)</div>																											
2.	<div>Anticipated timelines of actions to recommence negotiations</div> <div>Provided by email 9 May, as a precursor to this meeting. Timeline is included for the record.</div> <table><tr><th>Ref</th><th>Date</th><th>Activity / Decision</th><th>Dependency</th><th>Status 9 May 22</th></tr><tr><td>1</td><td>29 Apr</td><td><div>s 9(2)(b)(ii)</div></td><td>Agreed scope for workshop. (Done)</td><td><div>s 9(2)(b)(ii)</div></td></tr><tr><td>2</td><td>29 Apr</td><td>CR / SMcL (Cubic) progress key principles for progressive contracting / payment for utility.</td><td>Feedback on the draft produced by Cubic</td><td>Discussions remain WIP</td></tr><tr><td>3</td><td>w/c 2 May</td><td><div>s 9(2)(b)(ii)</div></td><td><div>s 9(2)(b)(ii)</div></td><td><div>s 9(2)(b)(ii)</div><div>Noted.</div></td></tr><tr><td>4</td><td>5 May (am)</td><td><div>s 9(2)(b)(ii)</div></td><td>Exchange of documents (ref 1), logistics</td><td>Completed.<div>Number of matters outstanding</div></td></tr></table>			Ref	Date	Activity / Decision	Dependency	Status 9 May 22	1	29 Apr	<div>s 9(2)(b)(ii)</div>	Agreed scope for workshop. (Done)	<div>s 9(2)(b)(ii)</div>	2	29 Apr	CR / SMcL (Cubic) progress key principles for progressive contracting / payment for utility.	Feedback on the draft produced by Cubic	Discussions remain WIP	3	w/c 2 May	<div>s 9(2)(b)(ii)</div>	<div>s 9(2)(b)(ii)</div>	<div>s 9(2)(b)(ii)</div> <div>Noted.</div>	4	5 May (am)	<div>s 9(2)(b)(ii)</div>	Exchange of documents (ref 1), logistics	Completed. <div>Number of matters outstanding</div>
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		s 9(2)(b)(ii)	
5	6 May (am)	ECan Implementation Options workshop - essentially Cubic to present their proposal for accelerated implementation for ECan	To be agreed, depending on outcome of the ECan discussions with existing supplier, this workshop may not be required.
6	6 May (pm)	s 9(2)(b)(ii) Population of framework RASCI model	Completed. RASCI model not populated.
7	9 May	Paper produced and circulated on outcome of the 'key principle' discussions including draft principles agreed (CR)	Progression of Exec meetings
8	9 May	Paper produced with summary of positions against the key matters previously advised to SG, with status and assessment of the items required for recommencement of the commercial negotiations.	Workshops / Key principles outcomes
9	10 May 8:00am	Steering Group meeting: sole topic to consider the recommencement of negotiations	Activities 1-8 above.

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	10	11 May	s 9(2)(b)(ii)	Steering Group meeting 10 May decision to recommence.	Not planned Pending revised date for item 9 above
	11	16 May	s 9(2)(b)(ii)		To be determined
	12	TBC	UMB Deployment Workshop	Dates, scope to be agreed – WIP.	WIP

3.	Feedback on Executive discussions for Reset	Update provided by Charles	<div>s 9(2)(b)(ii)</div> <ul style="list-style-type: none">▪ RACI model discussion tomorrow <div>s 9(2)(b)(ii)</div> <ul style="list-style-type: none">▪ Next Executive meeting to be held this Friday Governance update provided by Charles <ul style="list-style-type: none">▪ NTS governance review undertaken by section 9(2)(a)
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		<ul style="list-style-type: none"> Recommendation is that the MPGG is to be disbanded, a Board is to run NTS with outside skills to complement the stakeholder skills. This is being worked through Paper being prepared for 31 May MPGG meeting, key issue is how to resolve a deadlock situation. Noted that if governance model changes then the P2 Agreement will need to change. Recommended position will be tabled with the steering group, targeting end of June 2022. <p>VE comments:</p> <ul style="list-style-type: none"> Keen to discuss P2 Agreement before next MPGG meet on 31 May, where interest and challenges are. Timeline impact for <ul style="list-style-type: none"> New Board (Answer- after procurement phase – Sept/Oct) Council sign-off risk (A:Need through by August) P2 Agreement (A:Council sign-off July/Aug) DBC (A:to Waka Kotahi Board 7 July – JT to send out link) <p>SGain comments:</p> <ul style="list-style-type: none"> Need steering group conversation asap on governance <p>RJ comments:</p> <ul style="list-style-type: none"> s 9(2)(g)(i) AT will be unable to support the current DBC numbers as they are wrong <p>JT comments:</p> <ul style="list-style-type: none"> Discussed the NTS timeline for next 6 months TSMSA draft scheduled for end of July, workshops commencing mid-August P2 Agreement scheduled for sign-off by end Sept 2022 <p>VE comments:</p> <ul style="list-style-type: none"> What are the significant dependencies (Answer - negotiations, Artefact approval in order, being organised to commence work) What is required to discuss with Boards and Councils Questioned whether the steering group supports the timelines and whether these are realistic <p>SGain comments:</p> <ul style="list-style-type: none"> Asked that timeline for next 6 months be shared Asked that realistic timeline be set and that this includes meeting dates <p>GA comments:</p> <p>s 9(2)(g)(i), s 9(2)(b)(ii)</p>	

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		<ul style="list-style-type: none"> RACI update has given an initial sense and there is a 2 hour meeting scheduled to discuss, however this will not be enough time to address <p>section 9 comments:</p> <ul style="list-style-type: none"> Supports GA view and must resolve as time is slipping away Acknowledged that the short line-out is onto this <p>Actions:</p> <ol style="list-style-type: none"> section 9(2)(a) governance paper to be circulated to steering group section 9(2)(g)(i) 6 Month timeline document to be shared with steering group Timeline to be updated to include meeting dates Half day virtual workshop to be scheduled before end of May to address: <ul style="list-style-type: none"> s 9(2)(b)(ii) AT concerns Governance structure Updated timeline Operating model 	<p>CR</p> <p>CR</p> <p>JT</p> <p>JT</p> <p>GA</p>
4.	ECan Approach and options	Deferred to steering group meeting 18 May 2022	
	Meeting Closed 8:39am	Next Steering Group Meeting: Wednesday 18 May 2022, 8:30am – 10:00am	

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