

## Project NEXT Steering Group Meeting AGENDA

<b>Date:</b>	<b>19 August 2020</b>	
<b>Time:</b>	8:30am – 10:00am	
<b>Location:</b>	Level 2, 181 Vivian Street, Maringiwai meeting room Zoom Meeting: <a href="https://gwrc.zoom.us/j/96152181973">https://gwrc.zoom.us/j/96152181973</a>	
<b>Steering Group Members:</b>	Wayne Hastie (Chair) GWRC Vanessa Ellis AT Roger Jones AT Stewart Gibbon ECAN Nick Donnelly ORC Andrew McCallin NZTA Charles Ronaldson NZTA	
<b>Attendees:</b>	Graham Alston NEXT section 9(2)(a) NZTA James Timperley NEXT Rebekah Duffin NZTA Mark McHugh (secretariat) NEXT	
<b>Apologies:</b>		

Future meetings 2020		
Date	Time	Location / Zoom
Wednesday 16 September	9-10am	<a href="https://gwrc.zoom.us/j/99111333934">https://gwrc.zoom.us/j/99111333934</a>
Wednesday 21 October	9-10am	<a href="https://gwrc.zoom.us/j/99461817605">https://gwrc.zoom.us/j/99461817605</a>
Wednesday 18 November	9-10am	<a href="https://gwrc.zoom.us/j/98901103613">https://gwrc.zoom.us/j/98901103613</a>
Wednesday 16 December	9-10am	<a href="https://gwrc.zoom.us/j/97797277478">https://gwrc.zoom.us/j/97797277478</a>

Item	Description	Paper No	Action	Lead
1.	<b>Review Minutes and Actions</b> <i>15 July 2020 Minutes</i> <i>14 August 2020 Minutes</i>	2020-08-01 2020-08-01a	Approval and action review	WH
2.	<b>Project Report</b> <i>Report for period to 31 July 2020</i>	2020-08-02	Noting	GA
3.	<b>TTP Establishment Report</b> <i>Report for period to 31 July 2020</i>	2020-08-03	Noting	JT
4.	<b>Evaluation Phase</b> <i>Approval to progress evaluation and open the responses (aggregation of below and 14 August 2020 agenda items, plus other matters such as status of RFC's)</i>	2020-08-04	Approval	GA
5.	<b>RFP Procurement Plan Updates</b> <i>August updates</i>	2020-08-05	Noting and Approval	GA
6.	<b>Project Charter</b> <i>Memo</i> <i>Revised</i>	2020-08-06 2020-08-06a	Noting and Approval	GA
7.	<b>RFP Respondent Presentation Format</b> - <i>Proposed approach</i> - <i>Timeline / plan / presentation dates</i>	2020-08-07	Noting and Approval	GA
8.	<b>Evaluation Handbook Update</b> <i>Changes to evaluation handbooks</i>	2020-08-08	Noting and Approval	GA
9.	<b>Evaluation Handbook</b> <i>Probity signoff</i>		Noting	GA
10.	<b>Other business</b> <i>Preferred Supplier Selection Criteria update</i> <i>Probity Plan approval</i> <i>Other</i>		Approval Approval	ALL