

# Agenda 1/2

| ITEM  | DESCRIPTION   | ACTION        | Location   | Time            | Duration       | LEAD  |
|---|---|---------------|--|-----------------|----------------|---|
| Action Item:                                |   |               |  |                 |                |   |
| 1.  | Karakia<br><br><b>Board Only Time</b>   | Discussion    | N/A  | 8.30 am         | 30 mins        | Rachel & Board Members only                                   |
| 2.  | Housekeeping  | Verbal        | N/A  | 9.00 am         | 5 mins         | Roger Jones   |
| 3.  | Strategic Risk Workshop – Facilitator (Waka Kotahi Representative)                                  | Risk Workshop | N/A  | 9.05 am         | 1 hr 55 mins   | Bettina Reiter – Manager Strategic Project and Programme Risk |
|   | <b>Break</b>  |               |  | <b>11.00 am</b> | <b>15 mins</b> |   |
| Agenda Item for Noting/Discussion/Approval: |   |               |  |                 |                |   |
| 4.  | Apologies<br>Previous Minutes and Actions – 27th January 2023                                       | Approve       | Minutes in Teams Folder, Actions in Pack, Action 1.03 supporting doc in Teams. | 11.15 am        | 5 mins         | Charles   |
| 5.  | a) Programme Status Report<br>b) Finance Report   | Note          | In pack  | 11.20 am        | 15 mins        | Vivienne  |
| 6.  | Programme Plan<br>a) High-Level Roadmap<br>b) Critical Path, Milestones and Dependencies, Decisions | Note          | In pack  | 11.35 am        | 15 mins        | Vivienne  |
| 7.  | Gateway – Uplift Plan   | Note          | In pack  | 11.50 am        | 15 mins        | Vivienne  |
| 8.  | NTS Vision and Outcomes, and Principles   | Approve       | Presentation in Teams Folder x 3   | 12.05 am        | 20 mins        | Yogesh  |
| 9.  | Business Services Approach  | Approve       | Paper in Teams Folder  | 12.25 pm        | 20 mins        | James   |
|   | <b>Lunch</b>  |               |  | <b>12.45 pm</b> | <b>30 mins</b> |   |

## Agenda continued 2/2

| ITEM                | DESCRIPTION   | ACTION     | Location                     | Time          | Duration       | LEAD  |
|---------------------|---|------------|------------------------------|---------------|----------------|---|
| <b>Action Item:</b> |   |            |                              |               |                |   |
| 10.                 | Customer and Branding Workstream  | Discussion | Presentation in Teams Folder | 1.15 pm       | 45 mins        | section 9(2)(a)                                 |
| 11.                 | Stakeholder Engagement Plan   | Note       | Paper in Teams Folder        | 2.00 pm       | 15 mins        | Charles/section 9(2)(a)                         |
| 12.                 | FSP's Memo Governance Sign Off February 2023  | Note       | Paper in Teams Folder        | 2.15 pm       | 5 mins         | Graham  |
| 13.                 | NTS Programme Test Overview   | Approve    | Paper in Teams Folder        | 2.20 pm       | 15 mins        | Gavin   |
| 14.                 | Forward Papers  | Note       | In Pack                      | 2.35 pm       | 5 mins         | Charles   |
| 15.                 | NTS Governance Board Decision Register  | Note       | In Pack                      | 2.40 pm       | 5 mins         | Yogesh  |
| 16.                 | Any Other Business<br>• Update from Regional Chief Executives meeting held on 10 <sup>th</sup> February | Verbal     | N/A                          | 2.45 pm       | 5 mins         | All   |
|                     | <b>Meeting Close at 2.45pm</b>  | Verbal     |                              |               |                | Yogesh  |
|                     | <b>Afternoon Tea Break</b>  |            |                              | <b>2.45pm</b> | <b>15 mins</b> |   |
| 17.                 | Board Time Only:<br>• Ways of working<br>• Measures of Success (KPI's)                                  |            |                              | 3pm           | 1 hour         | Board members plus Yogesh Vivienne and Charles. |
| 18.                 | Karakia<br><br><b>Close of Meeting</b>  |            |                              | 4pm           |                | Rachel  |

**Please note:** for those travelling to the Airport at the conclusion of the meeting, a Shuttle has been booked departing from the front of the AT Offices at 4.15pm. Please confirm with Charles if you intend to use this service – so we don't leave you behind!