

**Governance Group Meeting
MINUTES**

Meeting Information

Time:	9.00 – 10.30 am
Date:	Wednesday, 23 November 2016
Location:	Opus Boardroom, Level 9, Majestic Centre, 100 Willis Street, Wellington
Present:	Raewyn Bleakley – Chair (NZTA) Fergus Gammie (NZTA) Mayor Justin Lester (WCC) Cr Chris Calvi-Freeman (WCC) Cr Chris Laidlaw (GWRC) Cr Barbara Donaldson (GWRC) Mayor Wayne Guppy (UHCC)
In Attendance	Barry Mein (Programme Director) Kevin Lavery (WCC) Greg Campbell (GWRC) Luke Troy (GWRC) Deb Hume (GWRC) Anthony Wilson (WCC) Adam Nicholls (WCC) Geoff Swainson (WCC) Sarah Ropata (LGWM)

Minutes

Item	Description	Actions
1	<p><u>Introductions</u></p> <p>The new members of the Governance Group were welcomed.</p> <p>It was agreed that Raewyn Bleakley should continue as the Chair for the next couple of meetings to ensure continuity, and that arrangements could be reviewed in the new year.</p> <p>The meeting agreed to consider Item 6 (Statement of Objectives) and Item 7 (Evaluation Framework and Scenarios) ahead of Item 5 (Programme Director's Update)</p>	
2	<p><u>Apologies</u></p> <p>None</p>	
3	<p><u>Minutes of the last Governance Group meeting</u></p> <p>Minutes from last meeting held 29 August 2016 were accepted as a true and correct record.</p>	

4	<p><u>LGWM Programme Overview</u></p> <p>The Programme Director gave a brief presentation on LGWM, including the work undertaken to date, future stages and milestones, and the role of the Governance Group (see attached presentation).</p>	
6	<p><u>Statement of Objectives</u></p> <p>The draft statement of objectives was discussed. The Governance Group agreed with the need for the partner agencies to agree on the objectives, to provide a solid foundation for the next stages of the programme.</p> <p>Following discussion on the draft, it was agreed that the Statement should be amended as follows:</p> <ul style="list-style-type: none"> • Amend the problem statement bullet points to reflect the more complex relationship between cause and effect (e.g. unreliable travel times does not only suppress economic productivity, but also other activities and the liveability of the city) • Include a statement on the need to make trade-offs between the objectives and the need to prioritise • Incorporate the growth potential of the CBD more explicitly • Amend the criteria to include the concept of increasing ridesharing (via mobility as a service) rather than just focussing on increasing mode share for PT and active modes; and reducing peak travel demand • Include more specific reference to the State Highway through-traffic function. <p>There was discussion on whether “no increase to number of vehicles in the CBD” was too bold given the expectation of CBD growth, but it was agreed that this aspiration should be retained.</p> <p>The need for the parties to agree on future population and growth assumptions was also noted. This will be reported back to a future meeting</p> <p>AGREED: That, subject to the amendments agreed at the meeting, the Statement of Objectives be adopted and presented to the partner agencies for their endorsement.</p> <p>ACTIONS:</p> <p>Programme Director to revise the statement to incorporate the points above, and circulate by COB 23 November</p> <p>Governance Group members to provide feedback on revised version by COB Friday 25 November</p> <p>Partner agencies to make arrangements for the final statement to be presented to Councils/NZTA Board for endorsement during December.</p> <p>Report back on population and employment growth assumptions</p>	<p>Barry Mein</p> <p>ALL</p> <p>Barry Mein and Alliance Board members</p> <p>Barry Mein</p>
7	<p><u>Evaluation Framework and Criteria</u></p> <p>The Governance Group received a presentation on the work underway to develop an evaluation framework (using the criteria discussed in Item 6) and a long list of scenarios (combinations of</p>	

	<p>interventions). The presentation is attached.</p> <p>The Governance Group noted that there will need to be a discussion on how the criteria should be weighted.</p>	Barry Mein
5	<p><u>Programme Director's Update</u></p> <p>The Programme Director's report was noted, and the proposed dates for the joint partners briefing (29 November) and the next Governance Group meeting (19 December) were confirmed.</p>	
8	<p><u>On line "My Scenario" tool</u></p> <p>The Governance Group received a demonstration of the beta version of the on-line My Scenario tool.</p> <p>There was discussion on the best time to release the tool to the public, and it was agreed that a new year release (late January/early February) would be preferable as a prelude to the full public consultation on short-listed scenarios which is currently scheduled for March.</p> <p>The Governance Group expressed a preference for the tool to be available for at least 6 weeks before the consultation phase commences, and for the public consultation to also be for a minimum of 6 weeks. It was noted that this may require an amendment to the timetable for the programme.</p> <p>ACTION: The link to the beta version will be made available to Governance Group to trial and provide any feedback.</p>	Sarah Ropata
9	<p><u>Other Business</u></p> <p>There was no additional business.</p>	