

Governance Group Meeting  
MINUTES

Meeting Information

<b>Time:</b>	3.30 – 4.30 pm
<b>Date:</b>	Thursday, 31 August 2017
<b>Location:</b>	Room 5.16, Majestic Centre, 100 Willis Street, Wellington
<b>Present:</b>	Raewyn Bleakley (NZTA) Mayor Justin Lester (WCC) Cr Chris Calvi-Freeman (WCC) Cr Barbara Donaldson (GWRC) Mayor Wayne Guppy (UHCC)
<b>In Attendance</b>	Barry Mein (Programme Director) Peter Clark (NZTA) Luke Troy (GWRC) Adam Nicholls (WCC) Harriet Shelton (GWRC)

Minutes

Item	Description	Actions
1	<u>Apologies</u> Fergus Gammie (NZTA) Cr Chris Laidlaw (GWRC) Greg Campbell (GWRC) Kevin Lavery (WCC) David Chick (WCC) Emma Speight (NZTA) Willy Trolove (LGWM)	
2	<u>Minutes of 1 August 2017 Governance Group meeting</u> Minutes from the previous meeting held on 1 August 2017 were accepted as a true and correct record. There were no matters arising	

3	<p><u>Programme Director's Update</u></p> <p>Discussion included the following points:</p> <ul style="list-style-type: none"> <li>• Preliminary draft of WSP report has been received but a number of issues remain outstanding. Officers will be meeting with WSP to work through these.</li> <li>• Forward meeting schedule does not allow time for approvals of scenarios and initial engagement material. An extra meeting is to be scheduled in mid-September.</li> <li>• Early interventions: officer review of the long list is almost complete, and results should be able to be incorporated into scenario workshop on 11 September, and form part of engagement material in November.</li> </ul> <p>Agreed:</p> <p>a) That an additional Governance Group meeting be scheduled for 19 September, to consider scenarios and engagement</p>	Arrange meeting (BM)
4	<p><u>Scenario development</u></p> <ul style="list-style-type: none"> <li>• The Governance Group noted that 5 scenarios are being tested through the multi-criteria assessment process, and the choice of which to use for the public engagement process can be made at a later date (note additional meeting agreed in previous item).</li> <li>• A joint councillor workshop is scheduled for 11 September to discuss scenarios. The 5 candidate scenarios will be presented to this workshop. It was noted that the WSP work is unlikely to be completed in time for the workshop, but it should be possible to set out a potential pathway to mass transit under each scenario.</li> <li>• The Governance Group reconfirmed the previous decision that partner agencies should not endorse the scenarios to be used for consultation, as this could create a mistaken impression that the scenarios are formal options.</li> </ul>	
5	<p><u>Demographic assumptions</u></p> <p>Agreed:</p> <p>That the governance group endorse the proposed approach to present demographic projections and model results as a range, using the Forecast.ID and Stats NZ high projections</p>	
6	<p><u>Engagement approach</u></p> <p>The Governance Group agreed that a more detailed engagement plan would be discussed at the next meeting on 19 September 2017.</p>	Report engagement plan to next meeting (BM/WT)
7	<p><u>Other business</u></p> <p>There was no further business.</p>	