

Governance Group Meeting
MINUTES

Meeting Information

Time:	8.00 – 9.00 am
Date:	Wednesday, 28 June 2017
Location:	Room 5.16, Majestic Centre, 100 Willis Street, Wellington
Present:	Raewyn Bleakley (NZTA) Mayor Justin Lester (WCC) Cr Chris Calvi-Freeman (WCC) Cr Barbara Donaldson (GWRC) Mayor Wayne Guppy (UHCC)
In Attendance	Barry Mein (Programme Director) Kevin Lavery (WCC) Adam Nicholls (WCC) Luke Troy (GWRC) Lisa Rossiter (NZTA) Willy Trolove (LGWM) Cr Sarah Free (WCC)

Minutes

Item	Description	Actions
1	<u>Apologies</u> Cr Chris Laidlaw (GWRC) Fergus Gammie (NZTA) Greg Campbell (GWRC)	
2	<u>Minutes of 25 May 2017 Governance Group meeting</u> Minutes from the previous meeting held on 25 May 2017 were accepted as a true and correct record.	
3	<u>Programme Director's Update</u> The Programme Director spoke to his report and the contents were noted. The outcomes of a review on resourcing options will be reported to the next Governance Group meeting.	Barry Mein
4	<u>Strategic approach and scenario development</u> The Governance Group discussed the strategic approach, noting that it is intended as a framework to be used to develop scenarios. The Programme Director advised that the LGWM Team had trialled the approach using the 12 LGWM principles as	

	<p>a starting point, and that further work would be undertaken to establish scenarios using the staged approach outlined in the paper.</p> <p>The following points were noted in discussion:</p> <ul style="list-style-type: none"> • There is still a need to review the demographic assumptions underlying the scenarios. This needs to be done at the city and regional level. Further work to review the forecasts is proposed. However, the Group also noted the need to ensure that the forecasts used are evidence-based and not “over-sold”, to ensure that the recommended approach retains credibility. • Need to take care with how the approach is communicated: it could be interpreted as a roading-heavy approach, given the number of steps that involve questions relating to road interventions. It was agreed that this is not the intention, as the approach is intended to break the corridor down into a logical set of geographic components, and that the order of the sequence does imply a degree of priority. These points need to be explained as part of any covering narrative. • There is a need to provide more detail on the “do regardless” items. It was agreed that this issue will be reported back to the Governance Group at a future meeting. <p>RESOLVED</p> <ul style="list-style-type: none"> • That the strategic approach to the development of scenarios be endorsed <p>ACTIONS</p> <ul style="list-style-type: none"> • Work with Wellington City Council and ID to review forecasts and arrive at a credible and agreed set of forecasts for both the city and the region • Provide a clear context for the strategic approach to enable it to be communicated with stakeholders and the public as required. • Report back to the Governance Group on “do regardless” interventions. 	<p>Barry Mein/Kevin Lavery Barry Mein/Willy Trolove Barry Mein</p>
<p>5</p>	<p><u>Stakeholder engagement</u></p> <p>Willy Trolove spoke to the report.</p> <p>The Governance Group agreed with the proposed approach, and the following points were noted in discussion:</p> <ul style="list-style-type: none"> • Need to manage the risk that stakeholders will make discussions public. This requires consistency of message, advising stakeholders that this is part of the scenario development process (and not the end point), and that we will also be talking to other parties. • Can we raise demand management options with some stakeholders (especially those that may have potential to stagger opening hours, e.g. schools, Chamber of Commerce, retailers). • Important to stick to timeframes • Keep Governance Group informed of engagement activity in advance, to enable a consistent response to any queries that may arise from stakeholders. 	

	<p>The Governance Group also briefly discussed the planning for public engagement to take place in November. To help plan for this, it is useful to understand the types of information that the Governance Group (and the organisations they represent) will need to support decisions at the end of the process. This will be discussed in more detail at a future Governance Group meeting, but initial feedback included:</p> <ul style="list-style-type: none"> • Evidence-based approach is important, incorporating feedback from the region as a whole, not just Wellington City • Connection with model results • Need to understand not only the public's preferences, but also the reasons why • Objectivity of information is important (e.g. UMR has been used in the past). • Important that information provided for engagement is neutral, and does not lead to a certain position • Ensure that media are well briefed ahead of the engagement process. <p>ACTION:</p> <ol style="list-style-type: none"> a) Provide regular advice to Governance Group of upcoming engagement activity, and what will be discussed b) Report back to Governance group on plan for public engagement 	<p>Willy Trolove</p> <p>Willy Trolove</p>
<p>6</p>	<p><u>Mass transit corridors and light rail future-proofing</u></p> <p>The Governance Group noted that the mass transit work has been awarded to WSP, and commenced last week. Meetings with stakeholders are scheduled for next week. The work is due to be completed by the end of August.</p> <p>Discussion noted the following points:</p> <ul style="list-style-type: none"> • The work on demand and capacity will help inform trigger points for potential further mass transit investment (which is one of the questions included in the strategic approach) • Important to be adaptable to changes in circumstances • Need to take account of development opportunities and potential to lead transformational change • Important that we are able to demonstrate an objective assessment 	
<p>7</p>	<p><u>Other business</u></p> <p>Emma Speight will start work as the new NZTA Director, Regional Relationships on 3 July.</p>	