

Ngauranga to Airport Steering Group
AGENDA updated with MINUTES

Meeting information

Time:	3.00pm – 4.00pm	
Date:	25 March 2015	
Location:	NZTA Wellington Regional Office, Co-operative Building (PSIS House), 20 Ballance St - Board Room	
Members:	Jane Davies (GWRC) Wayne Hastie (GWRC) Geoff Swainson (WCC) Selwyn Blackmore (NZTA)	Lyndon Hammond (NZTA) Amy Kears (Secretariat)
Other Attendees	Raewyn Bleakley (NZTA) Greg Campbell (GWRC) Kevin Lavery (WCC)	Chrissie Little (BRT Project Manager) Urban Transformation and Local Roads project manager (Geoff Swainson)
Member Apologies:	Anthony Wilson (WCC)	
Reading:	<ul style="list-style-type: none"> • Draft N2A Steering Group Terms of Reference • BRT Project Initiation Document 	

Agenda

Item	Description	Activity	Time
1	[REDACTED]		[REDACTED]
2	[REDACTED]	[REDACTED]	[REDACTED]
3	[REDACTED]	[REDACTED]	[REDACTED]
4	BRT Project Initiation Document	Approve PID	3.35-3.45
5	Status reports (to be tabled at meeting): <ul style="list-style-type: none"> • BRT Project [REDACTED] • [REDACTED] 	Note status reports	3.45-3.50
6	[REDACTED] [REDACTED]		[REDACTED]

MINUTES

Item	Description	Actions
1	[Redacted]	[Redacted]
2	[Redacted]	[Redacted]
3	[Redacted]	[Redacted]

	<p>[REDACTED]</p> <p>[REDACTED]</p>	
5	<p><i>Status reports</i></p> <p>Status reports for the BRT [REDACTED] workstreams were tabled.</p> <p><i>BRT:</i> CL spoke to the BRT status noting the biggest issue is resourcing although GWRC and WCC SG members had confirmed just prior to the meeting that their respective organisations have sufficient local share of funding available, so this will change the overall status of the project from red to amber.</p> <p>JD agreed to fund at approximately 25% but noted disappointment that NZTA not funding from HNO perspective, but despite this GWRC is being pragmatic and will fund its share accordingly, but this should not set a precedent and there is a need for further discussion of the contribution from each organisation going forward.</p> <p>SB noted that NZTA had not requested any contribution from GWRC or WCC for work undertaken in relation to BRT planning and design for the Mt Vic Tunnel Duplication project.</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	<p>[REDACTED]</p> <p>[REDACTED]</p>
4	<p><i>BRT Project Initiation Document (PID)</i></p> <p>CL spoke to PID circulated with the agenda, and asked if SG happy to approve.</p> <p>WH spoke to several details within PID that were not quite correct. Minor changes were noted in relation to the following sections of the report: project objectives, branding, GWRC BRT enabling projects, out of scope areas, constraints, interfaces, product description.</p> <p>CL requested that the SG approve the PID with the changes sought by WH – this was agreed.</p> <p>Approved BRT Project Initiation Document with changes</p>	<p>CL to make changes to PID sought by WH and circulate final version to the SG.</p>

	sought by WH.	
6	[REDACTED] [REDACTED] [REDACTED]	[REDACTED]