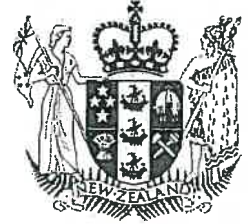


Hon Phil Twyford



MP for Te Atatu

Minister of Housing and Urban Development

Minister of Transport

17 NOV 2017

Hon Julie Anne Genter
Associate Minister of Transport
6.11 Bowen House
PARLIAMENT BUILDINGS

Dear Minister

Associate Minister of Transport Delegations

Congratulations on your appointment as Associate Minister of Transport. This letter sets out the responsibilities within the Transport portfolio that I have agreed to delegate to you.

Role and responsibilities

In your capacity as Associate Minister of Transport, I delegate to you the following functions and responsibilities of the Transport portfolio:

1 Walking and cycling

- 1.1 Responsibility for walking and cycling policy, including policy development and consequential Regulations. I will retain final decision-making for any Budget bids.

2 Electric vehicles and emissions

- 2.1 Responsibility for the electric vehicles programme, and the vehicle greenhouse gas emissions programme, including policy development and consequential Regulations. I will retain final decision-making for any Budget bids.

3 Land transport Rules

- 3.1 Responsibility for all land transport Rules and Regulations. This includes the day to day oversight of existing land transport Rules and Regulations, but excludes those Rules and Regulations that I specifically advise you that I intend to make.

4 Safety related matters

- 4.1 Responsibility for all transport safety matters (aviation, maritime, rail, and road) including policy development and making of all transport Rules and consequential Regulations, but excluding all matters that I specifically advise you that I will retain.

5 Transport Accident Investigation Commission

- 5.1 Day to day oversight of Crown agency relations in respect of the Transport Accident Investigation Commission. I will retain final decision-making for any Budget bids.

6 Maritime New Zealand

- 6.1 Day to day oversight of Crown agency relations in respect of Maritime New Zealand. I will retain final decision-making for any Budget bids.
- 6.2 Responsibility for all maritime transport matters, including policy development and making of all transport Rules and consequential Regulations, but excluding all matters that I specifically advise you that I will retain.

7 Weather forecasting services

- 7.1 Responsibility for the provision of weather forecasting services (currently provided under contract by MetService) in terms of the Meteorological Services Act 1990, including:
- 7.1.1 the making and issuing of forecasts of the weather
 - 7.1.2 the collection and recording of meteorological information necessary for the purposes of 7.1.1.
- 7.2 I will retain final decision-making for any Budget bids for weather forecasting services.

8 Research and statistics

- 8.1 Responsibility for transport research and statistics, and the associated publications throughout the year.

Providing assistance to the Minister of Transport

In addition to your delegated responsibilities as Associate Minister of Transport, I would like you to assist me in the following functions:

9 Strategic direction for the transport sector

- 9.1 Assist the Minister of Transport to set the strategic direction for the transport sector, through:
- 9.1.1 the development of the Government Policy Statement on land transport
 - 9.1.2 decisions on project prioritisation
 - 9.1.3 the consideration of Budget-related decisions

9.1.4 the consideration of board appointments

9.1.5 the consideration of letters of expectations.

9.2 Assist the Minister of Transport to ensure alignment between strategy, policy and regulations within New Zealand's land transport sector, including, but not limited to, engaging with other government departments.

9.3 Assist the Minister of Transport with policy development to integrate transport (including public transport) and urban development.

Minister of Transport's overall responsibilities

Within these delegated areas, I intend to retain direct responsibility for the overall governance of the transport Crown entities, including board appointments, statutory requirements, statements of intent, annual reports, and letters of expectation.

The above delegations are subject to the conditions set out in this letter. Please also refer to paragraphs 2.33 to 2.38 of the Cabinet Manual, which deal with the relationship between Ministers and Associate Ministers.

Financial and statutory responsibilities

As portfolio Minister, I have final responsibility for, and overall control of, the Ministry of Transport and all Crown entities within the portfolio. I am also responsible for Vote Transport (including all fiscal and Budget matters) and for any relevant statutory functions of the Minister (except for those specifically delegated to you).

Whenever I am absent, you may sign documents or authorisations on my behalf. You should show clearly that you are signing on my behalf, by signing "for the Minister of Transport".

Policy

Although you will have responsibility for matters of policy in relation to the above, any significant policy decisions should be discussed with me.

Public statements

I expect you to take responsibility for all communications regarding your areas of responsibility, including Ministerial correspondence, press statements and public announcements.

Ministerial correspondence concerning significant policy issues should be prepared by the Ministry of Transport for my signature, where appropriate. Any significant public announcements should be discussed with me prior to release and, in some cases, may be made either by me or by the Prime Minister.

Relations with the Ministry

You may contact the Ministry of Transport and other relevant agencies on all matters for which you have delegated responsibility. All such inquiries should be made via the Chief Executive or the designated contact person. I expect to be kept fully informed of all significant issues and the Chief Executive is, of course, free to raise any matter concerning your delegated functions with me.

You are welcome to attend regular briefing sessions with departmental officials that are held in my office. You may arrange to have your own regular briefing sessions or ad hoc meetings with departmental officials to discuss matters relating to your areas of responsibility. A designated member of my office may attend any such meeting.

Communications between us

You should ensure that I am fully briefed on the actions that you think are necessary to undertake in relation to your delegated responsibilities. All significant papers, letters and directions to the Ministry should be copied to me for my information. In particular, you need to ensure I receive the earliest warning of any issues that have the potential to become controversial. In turn, I will keep you informed of my actions in relation to your areas of responsibility.

I will also consult with you on policy issues, and on matters related to the implementation of policy initiatives within the Transport portfolio more generally.

To ensure maximum co-operation and co-ordination, I propose that we meet regularly to coordinate our actions, and to share views and ideas.

Cabinet and Cabinet committee papers

The rules on the submission of papers to Cabinet and Cabinet committees are set out in Chapter 5 of the Cabinet Manual. In particular, in terms of paragraph 5.42, you may submit papers to Cabinet and Cabinet committees within your designated areas of responsibility, provided that the paper clearly states that I have been consulted and have agreed that the paper may be lodged.

You will receive hard copies of papers, and will have access via CabNet to all submissions and minutes, of those Cabinet committees of which you are a member. You will also receive direct from the Cabinet Office, hard-copies of the submissions relating to your delegated responsibilities that are dealt with at any other Cabinet committee.

Information held by you as Associate Minister

Under the Official Information Act 1982, all papers held by you in relation to your Associate Minister of Transport responsibilities are deemed to be held on behalf of the Minister of Transport. Similarly, you will be treated as my agent, where necessary, for the purposes of the Privacy Act 1993.

You will be responsible for all Official Information Act requests in the areas of your delegated responsibility.

Parliamentary responsibilities

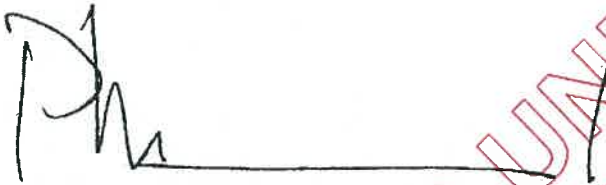
Parliamentary questions relating to your delegated areas of responsibility will be addressed to you. In my absence, you may also be required to answer oral Parliamentary questions on my behalf.

Next steps

A summary of the above delegations will be published on the Department of the Prime Minister and Cabinet's website, and included in a *Schedule of Responsibilities Delegated to Associate Ministers*. The Schedule will be presented to the House of Representatives to clarify Ministerial accountability (so that, for example, Parliamentary questions can be directed to the appropriate Ministers for answer).

I look forward to working with you in the Transport portfolio. Please do not hesitate to discuss these delegations with me at any time.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Phil Twyford', written over a horizontal line.

Hon Phil Twyford
Minister of Transport

Copy to: Michael Webster, Secretary of the Cabinet
Peter Merst, Chief Executive, Ministry of Transport

RELEASED UNDER THE
OFFICIAL INFORMATION ACT



MP for Te Atatu

Minister of Housing and Urban Development

Minister of Transport

29 NOV 2017

Hon Shane Jones
Associate Minister of Transport
PARLIAMENT BUILDINGS

Dear Minister

Associate Minister of Transport Delegations

Congratulations on your appointment as Associate Minister of Transport. This letter sets out the responsibilities within the Transport portfolio that I have agreed to delegate to you.

Role and responsibilities

In your capacity as Associate Minister of Transport, I wish you to maintain a focus on the transport issues in the regions. To this end I delegate to you the following functions and responsibilities of the Transport portfolio:

KiwiRail

Responsibility for the Crown's purchase of services from KiwiRail, for the purposes of regional economic development that are not covered by equity support for its operations, which are the responsibilities of the Shareholding Ministers.

Government Policy Statement

As portfolio Minister, I have responsibility for developing the Government Policy Statement on land transport (GPS). The GPS signals the government's transport priorities to the NZ Transport Agency, local government and New Zealanders. It also sets the allocation of funding into activity classes.

Within the setting of the Government Policy Statement, you will be responsible for matters relating to regional roading, with particular reference to state highways and regional roads.

I expect we will work together to agree the final GPS.

Ports

You will have responsibility for the Government's 'Ports, Freight, and Logistics for the Upper North Island study' and for ensuring that these ports are considered as part of an integrated ports, freight and logistics system, including any policy work arising from the study.

Minister of Transport's overall responsibilities

While I maintain responsibility for the overall governance of the transport Crown entities, including board appointments, statutory requirements, statements of intent, annual reports, and letters of expectation, I will consult you in making all board appointments and in preparing the letters of expectation.

The above delegations are subject to the conditions set out in this letter. Please also refer to paragraphs 2.33 to 2.38 of the Cabinet Manual, which deal with the relationship between Ministers and Associate Ministers.

Financial and statutory responsibilities

As portfolio Minister, I have final responsibility for, and overall control of, the Ministry of Transport and all Crown entities within the portfolio. I am also responsible for Vote Transport (including all fiscal and Budget matters) and for any relevant statutory functions of the Minister (except for those specifically delegated to you).

Whenever I am absent, you may sign documents or authorisations on my behalf. You should show that you are signing on my behalf, by signing "for the Minister of Transport".

Policy

You will have responsibility for matters of policy in relation to the above. I expect us to work together on all significant policy issues.

Public statements

I expect you to take responsibility for all communications regarding your areas of responsibility, including Ministerial correspondence, press statements and public announcements.

Ministerial correspondence concerning significant policy issues should be prepared by the Ministry of Transport for my signature, where appropriate. Any significant public announcements should be discussed with me prior to release and, in some cases, may be made either by me or by the Prime Minister.

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You are welcome to attend regular briefing sessions with departmental officials that are held in my office. You may arrange to have your own regular briefing sessions or ad hoc meetings with departmental officials to discuss matters relating to your areas of responsibility. A designated member of my office may attend any such meeting.

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I will also consult with you on policy issues, and on matters related to the implementation of policy initiatives within the Transport portfolio more generally.

To ensure maximum co-operation and co-ordination, I propose that we meet regularly to coordinate our actions, and to share views and ideas.

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Parliamentary responsibilities

Parliamentary questions relating to your delegated areas of responsibility will be addressed to you. In my absence, you may also be required to answer oral Parliamentary questions on my behalf.

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I look forward to working with you in the Transport portfolio. Please do not hesitate to discuss these delegations with me at any time.

Yours sincerely

A handwritten signature in black ink, appearing to be 'PT', followed by a horizontal line and a vertical tick mark.

Hon Phil Twyford
Minister of Transport

Copy to: Michael Webster, Secretary of the Cabinet
Peter Mersi, Chief Executive, Ministry of Transport

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