

## Auckland Light Rail Advisory Group Meeting Minutes

Chairperson	Peter Mersi, Ministry of Transport
Date/Time	Friday 15 November 2019 from 11am – 12pm
Location	Kauri Room, Auckland Policy Office, Level 6, 45 Queen St, Auckland
Present:	Mark Lambert – Auckland Transport (AT)
	Stephen Town – Auckland Council (AC)
	Lewis Holden – State Services Commission (SSC)
	Amanda Moran – (for Vicky Robertson) Ministry for the Environment (MfE)
	Andy Hagan – (for Jon Grayson) Treasury
	Richard Leverington – NZTA (by phone)
	Bryn Gandy (Senior Responsible Owner, SRO) – Ministry of Transport (the Ministry)
	David Gordon – (for Greg Miller) KiwiRail
	Brad Ward – MHUD
In attendance	Amelia East, Siobhan Routledge, — — Ministry of Transport — Audit NZ (Probity Adviser)
<b>A</b>	Vicky Robertson – Ministry for the Environment
Apologies	Jon Grayson – Treasury
	Greg Miller – KiwiRail

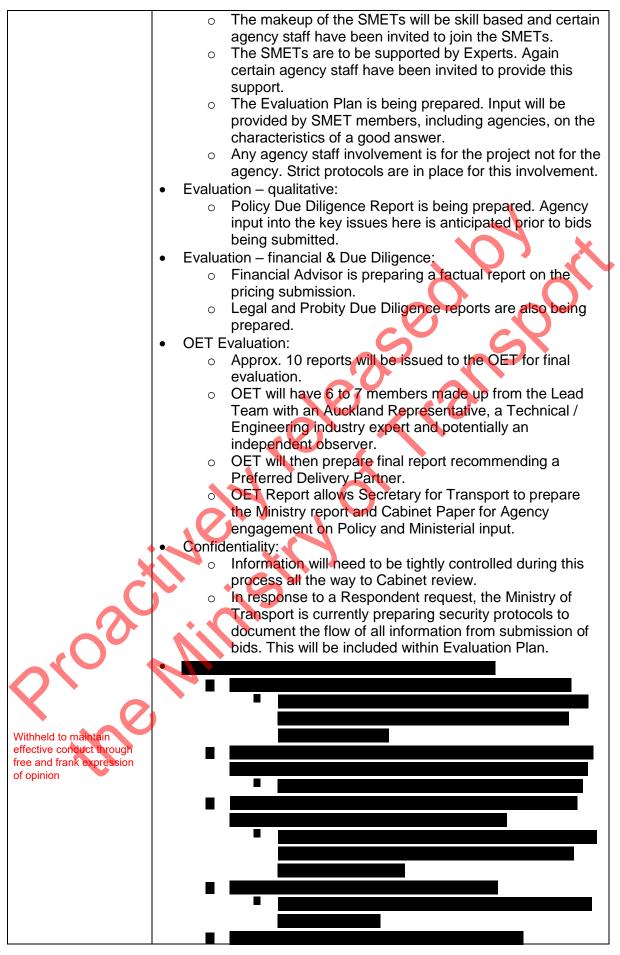
Min	Minutes		
1.	Conflicts of interest	David Gordon declared that he has yet to sign a Conflict of Interest Declaration and would do so after the meeting.	
	declarations	Action: David Gordon to send through COI declaration	
2.	Draft minutes of 14 August 2019 meeting	Accepted.	
3.	Actions from 14 August meeting	All closed.	
4.	Project update	Interactive Engagement Process (IEP):	
	from the Chair	<ul> <li>Controlled engagement is underway with both Respondents through the Lead Team.</li> </ul>	
		<ul> <li>Submissions are being prepared by Respondents to the Response Requirements Document including the Key Outcomes as agreed with the Advisory Group.</li> </ul>	

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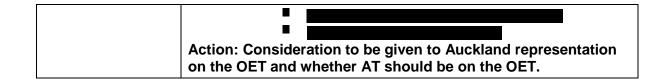
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	<ul> <li>Submissions are due 29<sup>th</sup> November 2019.</li> </ul>
	Public leak of information:
	<ul> <li>The public leak of information around the NZInfra solution has caused tension within the industry and with Respondents.</li> <li>In order to ensure the process concludes, the Ministry of Transport has put greater focus on ensuring the process is in line with that laid out in the Response Requirements Document.</li> <li>The Ministry of Transport appreciates that this is causing frustration within the Advisory Group who feel they don't know what is happening. However the Chair gave confidence to the Advisory Group that he had complete trust in the process being</li> </ul>
	run.
	<ul> <li>Preferred Deliver Partner:</li> <li>The Chair reminded the Advisory Group that Cabinet is selecting a Preferred Delivery Partner to work with to deliver Light Rail in Auckland. Cabinet is not selecting a particular proposal. There is a distinction between these two outcomes. A DPMC meeting has occurred to confirm this approach.</li> </ul>
Withheld to maintain effective conduct through free and frank expression of opinion	
	Actions: • OET to ensure this risk is considered during the final evaluation and recommendation of Preferred Delivery Partner. • Memorandum of Understanding for negotiation phase
a C	needs to include for the ability to walk away if a negotiations are unsuccessful.
	Role of Advisory Group:
	<ul> <li>AE circulated a 2 page document of the Evaluation structure for use during the meeting. Copies were collected at the end of the meeting.</li> <li>Inform Bids:</li> </ul>
the second	<ul> <li>The current stage is about informing the bids to get good outcomes.</li> <li>Respondents have access to the Advisory Group and other stakeholders as they choose.</li> <li>Policy implications are being considered, with the Ministry of Transport working through key issues with agencies prior to submissions being received.</li> </ul>
	<ul> <li>Evaluation – quantitative:         <ul> <li>5 SMETs, of around 5 people each, will undertake parallel quantified evaluation of the evaluation criteria (commercial, technical, service delivery, stakeholder, Key Outcomes).</li> </ul> </li> </ul>



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