

IMPAIRED DRIVING GOVERNANCE BOARD: MINUTES

Date:	15 November 2022		Location:	Webex / Level 09 – Hui Room 1
Time:	9:30 – 11:00			
Board Member/ Delegated Member Attendees:	AC Bruce O’Brien (BO)	Assistant Commissioner: Deployment & Road Policing	Chair/Voting Member	
	Insp. Peter McKennie (PM)	Co-Director: Road Safety Partnership, Infringement Transformation – representing Steve Greally	Delegated Voting Member	
	Supt. Brian Moyle (BM)	Director: Mobility & Digital Group	Voting Member	
	Insp. Paula Holt (PH)	Director: Police Prosecutions & Resolutions	Voting Member	
	Insp. Jared Pirret (JP)	District Commander (Senior User)	Voting Member	
	Ms. Bronwyn Donaldson (BD)	Manager: Health & Transport Policy- representing Gillian Ferguson	Delegated Voting member	
	Insp. Dan Mattison (DM)	Manager: Strategy and Relationships, NRPC	Voting Member	
	Ms. Sarah Halpin (SH)	Executive Director: Finance	Voting Member	
	Mr. Thomas McIntyre (TM)	Manager: National Command & Coordination Centre – representing Mark Rowbottom	Delegated Voting Member	
	Mr. Pete Van Schaardenburg (PS)	Social Media Advisor – representing Paul Halford	Delegated Voting member	
	Dr. Jennifer Grabow (JG)	Manager: Portfolio & Programmes, NRPC	Voting Member	
	Insp. Warwick Morehu (WM)	General Manager: Training (Super Supplier)	Voting Member	
	Mr. Blair Mills (BM)	Manager: Procurement & Contracts Management (Senior Supplier)	Voting Member	
Non Member Attendees:	Mr. Peter Best (PB)	Snr. Analyst: Finance		
	Snr. Sgt Simon Mooney (SM)	Programme Lead: Impaired Driving		

Minutes:	Ms. Sara Dean (SD)	Scheduler/Coordinator: Impaired Driving	
Apologies:	Supt. Steve Greally (SG)	Director: National Road Policing Centre- represented	Voting Member
	Insp. Mark Rowbottom (MR)	Manager: National Tasking & Coordination- represented	Voting Member
	Mr. Paul Halford (PH)	Manager: Marketing & Brand, Communications- represented	Voting Member
	Mr. Roger Jordan (RJ)	Programme Manager: Oral Fluid Testing, NRPC	
	Ms. Sarah McKenzie (SM)	Director: Employment Relations - replacing Paula Holt from Dec.	
	Simon Williams (SW)	Director: Evidence Based Policing	
	Ms. Gillian Ferguson (GF)	Director: Policy & Partnerships- represented	Voting member
	Representative to be confirmed	Iwi and Communities (MPES)	Voting Member
	Representative to be confirmed	National Drug and Intelligence Bureau- representing Dan Wildy	
	Mr. Bill Peoples (BP)	Director, Legal Services - available on request	Voting Member
	Supt. Melanie Aitken (MA)	Director: Safer People – available on request	

AP #	Open Action Points	Owner	Date Assigned	Date Due	Discussion/Progress	Open/ Close/ Carried
53	Communications Strategy: The Communication Strategy's audiences, engagements and risks need to be updated.	PH	19/07/22	20/09/22 25/10/22 15/11/22 C/F 14/12/22	17/8 Partially complete. Engaged with all stakeholders recently. Unsure if Paul has reviewed as yet. 29/9 C/F PH to provide update. 25/10 C/F PH to provide update. 15/11 C/F PH to provide update.	Carried
60	Paper completed and our partner agencies (Waka Kotahi and MoT) advised of current device situation	RJ	29/09/22	25/10/22 C/F 15/11/22	25/10 o Paper to ELT outlining options and requesting preferred option o Engage with partner agencies and inform the Ministerial Brief 15/11 Complete. Close action	Close
61	Advisory comms to be drafted and distributed on Community Consultation delay	PH	29/09/22	25/10/22 15/11/22 C/F 14/12/22	25/10 Underway. PH to provide update 15/11 C/F PH to provide update.	Carried
62	Add remaining appendices to updated Project Brief as they become available. • ToR-Complete • OFT High Level Costings	SD	25/10/22	15/11/22 C/F 14/12/22	15/11 ToR added. HL costings – Paused as dependent on preferred option to fully develop as part of Business Case – Date TBC. Will be added to Project Brief when completed.	Carried
63	Follow up individually with Board Members confirming their delegated attendee record for ID GB in case of their absence.	SD	25/10/22	15/11/22 C/F 14/12/22	15/11 To be completed	Carried

64	Finalise documents and manage out of cycle review and approval for TER and Change Request 953	RJ	25/10/22	15/11/22	15/11. Close action. TER presented at ID GB for endorsement 15/11 and CR953 did not require ID GB approval	Close
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#	Agenda item	Key discussion and actions
1.	Welcome/Apologies/Quorum	AC Bruce O'Brien, opened the meeting, noting attendees, apologies and quorum formed
2.	Previous Minutes	Minutes accepted
3.	Open Actions review	As per table above
4.	Project Update October 2022 Sentient Report	<p>The monthly report was reviewed at a high level with the group.</p> <p>Key high level points to note:</p> <ul style="list-style-type: none"> The programme has moved to overall RED status as a result of outcomes of the procurement process and the escalation as NZ Police have been unable to identify a device that it can recommend to the Minister that meets both policy intent and requirements. Options are being considered in collaboration with partner agencies (MoT, Waka Kotahi) with a preferred option then requiring Minister approval to proceed forward. Resources remains AMBER as OFT Project Manager to be recruited for. Risks/Issues has moved to RED. Request agreement to close Risk 12100 'OFT device is not fit for purpose for roadside volume-based testing'. Two devices were identified that could meet the volume-based testing requirement. Key Issues: <ul style="list-style-type: none"> Issue 12265 regarding Minimum Viable Product (MVP) meeting the intent of the legislation Risk 11066 has now moved to an Issue 12824 regarding project delivery time constraints Schedule has moved to RED. Delays in due diligence completion and no preferred option agreed have now resulted in a knock on timeline effect which will be further exacerbated with upcoming Parliamentary Christmas break. With any agreed option at this point, it will not be possible to complete the Ministerial approval process in time to achieve OFT roadside testing by March 2023. Scope has moved to RED. Due to the lack of a device, delivery of Roadside testing for the presence of drugs based is not possible. <i>**Governance Board to provide direction around project resource reprioritisation whilst awaiting the outcome of the options development and ministerial discussions.</i> Re-planning of OFT project will be necessary once preferred option is approved by Minister. Workshop tomorrow scheduled for partner agencies MoT, Waka Kotahi and NZP to work on recommendation. Victoria Police have refined their system over 18 years. We wanted to start our system at the point of where Victoria would like to be. <p>s9(2)(f)(iv)</p> <ul style="list-style-type: none"> ICT changes - 613 new offences are now loaded into LRT (precedent codes) with other items also making good progress. ICT challenges with Medical Defence are being worked through including an already existing Medical Defence in place. Current legislation has created two separate sections for blood and OFT results creating some confusion in the current wording of the legislation to determine how information from both sections can be related on an infringement and reminder notice. Looking at wording options on back of infringement notices. Key milestones (Plan on a Page) provided in Board Pack. <p>Operational workstream:</p> <ul style="list-style-type: none"> Progressing Precedent Codes work, including required ICT changes. ESR schedule and fees in review/approval process.

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		<ul style="list-style-type: none"> Medical Defence Policy is working through final points. <p>Capability/Change workstream:</p> <ul style="list-style-type: none"> Continues to develop and progress all items not impacted by preferred option delays. <p>Governance workstream:</p> <ul style="list-style-type: none"> Paused Business Case development, dependent on preferred option. <p>OFT device decision aside, the other components to support the Impaired Driving work still require completion and development is ongoing.</p> <p><i>**Governance Board direction on resource prioritisation whilst awaiting device options outcome to be carried over to next meeting to allow for options discussion with Impaired Driving Programme Manager</i></p> <p>Request to provide to this group, a verbal update/overview of partner agency workshop once its occurred</p>
5.	<p>Outcome of Procurement Memorandum – For Noting</p> <ul style="list-style-type: none"> Tender Evaluation Report – For Endorsement Outcomes of Procurement Process Report – For Endorsement Independent Expert Report – For Noting 	<p>High level overview provided:</p> <ul style="list-style-type: none"> Specificity and accuracy Families of drugs and cross reactivity THC complexities and likely challenges Staff support available to deliver - charge table, training etc Staff support available to deliver - device (dependent on decision) Blood fee charges of \$1550 upward Equity question of elective blood tests to establish innocence. Burden of proof not supported Training <ul style="list-style-type: none"> Procurement Outcome Memo- Noted Tender Evaluation Report - Endorsed Outcomes of Procurement Process Report - Endorsed Independent Expert Report - Noted <p>s.9(2)(b) OIA completed an Independent Tender Quality Assessment (TQA) on the initial Independent Testing and Evaluation provider and their process.</p>
6.	Any other business	<ul style="list-style-type: none"> Close risk 12100 as per Sentient Report – Agreed s9(2)(g)(i) [REDACTED] s9(2)(b)(ii) and s.9(2)(b) OIA NZP engaged for due diligence, independent testing and TQA are the two leading roadside testing experts in Australasia. s.9(2)(g) OIA [REDACTED]
7.	Meeting Close	The meeting closed at 10:30
Next Meeting 14 December 9-10:30		