

IMPAIRED DRIVING GOVERNANCE BOARD: MINUTES

Date:	19 July 2022	Location:	Webex / L4.02
Time:	9:00am – 10:30am		
Apologies:	AC Bruce O’Brien, Assistant Commissioner Deployment & Road Policing Ms. Sharon Hart, Executive Director: Finance Ms. Gillian Ferguson, Director: Policy & Partnerships Insp. Mark Donaldson, Mobility and Digital Insp. Blair MacDonald, Manager: National Drug and Intelligence Bureau Mr. Simon Williams, Director: Evidence Based Policing Supt. Greg Williams, Director: National Organised Crime Group Mr. Daniel Wildly, Director: National Intelligence Mr. Blair Mills, Manager, Procurement & Contracts Management (Senior Supplier) Insp. Mark Rowbottom, Manager: National Tasking & Coordination Mr. Bill Peoples, Manager Legal – available on request Supt. Melanie Aitken, Director: Safer People – available on request		
Attendees:	Supt. Steve Grealley, Director: National Road Policing Centre, NRPC - representing AC O’Brien as Chair Mr. Bryan Sherritt, Director: Road to Zero, Ministry of Transport Supt. Brian Moyle, Director: Mobility & Digital Group Insp. Jared Pirret, District Commander (Senior User) Insp. Dan Mattison, Manager: Strategy and Relationships, NRPC Insp. Paula Holt, Director Police Prosecutions & Resolutions Mr. Paul Halford, Manager, Marketing & Brand, Communications Mr. Roger Jordan, Programme Manager: Oral Fluid Testing, NRPC Dr. Jennifer Grabow, Manager: Portfolio & Programmes, NRPC Ms. Bronwyn Donaldson, Manager: Health & Transport, Policy & Partnerships Insp. Riki Whiu, Director, MPES Engagement & Operations (Senior Supplier) Supt. Warwick Morehu, Director, Training – RNZPC Mr. Peter Best, Snr Analyst, Finance – representing Sharon Hart		

Ms. Lauren Bellamore: Analyst: National Intelligence – *representing Blair MacDonald*
 Mr. John O’Keefe: Manager: Strategy & Liaison – *representing Greg Williams*

#	Open Action Points	Who	Date Assigned	Discussion/Progress	Carry or Close
51	Members to review attendance and advise if their nominated representative will be representing their business group going forward at the OFT GB meetings.	All	18/05/22	<p>14/06 – Maureen to reach out to members to collect an update.</p> <p>19/07 – Engagement made and will be ongoing.</p> <ul style="list-style-type: none"> Bronwyn Donaldson will replace Gillian Ferguson as the Policy & Partnership board member. S/Sgt Simon Mooney will be joining as an attendee. 	Closed

#	Agenda item	Key discussion and actions
1.	Welcome & Apologies	<ul style="list-style-type: none"> Supt. Steve Greally opened the meeting, noting attendees, apologies, and representatives.
2.	Previous Minutes	<ul style="list-style-type: none"> Minutes accepted
3.	Open Actions review	<ul style="list-style-type: none"> As per table above
4.	Project Update June 2022 Sentient Report	<ul style="list-style-type: none"> The June monthly report was reviewed with the group. Key points to note: The project remains in amber status due to the programme resourcing changes. A Change Manager started last week, a new Project Manager and Programme Coordinator are being progressed. s9(2)(g)(i) The high-level delivery plan is being reviewed and a granular view is being developed. Business architecture is being developed and a process map end-to-end walk through is scheduled for 8 August. Community Consultations are being planned. An out of cycle paper should be expected on this. The business case is being drafted that will support any device selection.

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		<ul style="list-style-type: none"> • Medical defence position has been confirmed through discussions with legal, ESR and the Police health representative. • It was advised that PIB will continue under existing processes to consider defences. The drugs tested at the roadside need to be known; the legislation states that we need to state the concentration levels of the qualified drug but some of the listed drugs are from a family of drugs and not individual substances. • Risks mainly relate to the device selection. Expert analysis of the devices is ongoing this month and will be followed by a legal review.
5.	Communications Strategy	<ul style="list-style-type: none"> • The strategy was presented to the group and key points noted and discussed. • Waka Kotahi will be leading the advertising to the public and Police will support and compliment that. • Police will need to develop our own brand presence and a \$100k budget has been requested. • Risks noted are mitigated with awareness to the public, staff and stakeholders. • Staff preparedness was raised, with training considerations queried; this was responded to with advice that the programme will be organising this with the College. • Lessons learnt from the Fleeing Driver project were that training was not received by all those necessary. • Engagement with the regional CIT trainers will be made to plan train the trainer sessions then training to CVST for the pilot phase, followed by the wider IPT regional teams. • Training needs to be discussed with the College directly and requests for prioritisation will need to follow process and go through steering groups. • Engagement specifically with and for iwi was raised to be included in the strategy; s9(2)(g)(i) [REDACTED] • It was commented that a good partner will engage with districts; it was requested that risks be considered relating to district and iwi engagement. • The NRPC have asked the UPD panel to be part of the deployment design. • Key messaging around the “why” must be highlighted – that this new process will save lives should be key engagement focus. • Focus should be on the end-user and at grass roots level. • s9(2)(g)(i) [REDACTED] Staff will welcome new operational help but alignment with CIT and what they already know and do will be necessary. • Connection with the new Lumi devices was queried and whether processes, guidance and communications will be tailored to incorporate possession of drugs and it was questioned whether an IONS for this be enabled also. It was advised that the Lumi project’s Change Manager is not aware of OFT/Impaired Driving projects. <p>Action 52: The programme to connect with Lumi Change Manager – Joanne Wakelin.</p>

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		<p>Action 53: The Communication Strategy's audiences, engagements and risks need to be updated.</p> <ul style="list-style-type: none"> The requested \$100k budget will likely be sourced from the RSPP budget, but this will need to be confirmed.
6.	Mobility / ICT Options memo	<ul style="list-style-type: none"> The Memo provided to members outlines the preference for an OnDuty solution for OFT and that to have all elements of impaired driving on OnDuty is best, as it is better for recording statistics and reporting from which will provide better efficiency across the organisation. Mobility have reviewed the requirements and support an OnDuty solution, however, resources and prioritisation do not allow for a solution to be ready for March 2023. Mobility have advised timeframes of 7.5 months to deliver an OFT solution and a further 4.5 months for the broader impaired driving elements; altogether they advise 1 year of development to deliver. The programme's preference is to have a digital solution for go live, however are preparing for a manual rollout for CVST and are hopeful for a digital solution for the broader IPT rollout. The programme seeks that the members: <ul style="list-style-type: none"> (a) Note the content of the approach (b) Approve the recommend approach to use the development approach of Option Two with reporting captured manually. (c) Endorse to support the prioritisation of this development and where required manage any escalation on prioritisation. The costs would be Capex and come out of the Mobility budget. Depreciation over the next 4 years would need to be met by the RSPP budget. This needs further discussion once delivery timeframes are known to understand this better. Costs for each of the phases needs to be advised. It was advised that this work is not currently on the Mobility Capital plan. <p>Action 54: Costs for each phase to be recorded and advised.</p> <ul style="list-style-type: none"> Mobility advise that they are seeking to onboard more staff, but delivery will depend on prioritisation. The Board confirmed their acceptance of the recommendations and confirm (a), (b) and (c) as above.

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7.	<div>s9(2)(g)(i)</div>	

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		s9(2)(g)(i)
8.	Any other business	<ul style="list-style-type: none"> The IPECT has been approved in principle by the Minister of Finance, but this funding will not be available until October 2022. The budget holder is meeting with the Director Planning and Investment to identify how Police might be able to 'lend' funding to the programme until such time as the IPECT transfer is confirmed and funding transferred. A Change Request for the updated FY22/23 budget will need to be presented to the Road Policing Sub Portfolio Board for approval" Action 56: A change note is to be completed by the end of the week to support this. Following an EOY process for a Programme Lead, S/Sgt Simon Mooney has been appointed. It was requested that he attend these meetings as an attendee. This was agreed to by the Board. EBPC have connected with MPES to produce a document to send with speeding fines, it was advised that there is a science behind this as to why an information sheet is sent. It was queried if we have something similar for OFT. It was advised that this has been considered after being raised at the interagency meeting for information to be provided to the driver on the process and their rights during an OFT stop. Bryan Sherritt joined today's meeting. He is the Director of Road to Zero. Bryan commented that this was a good conversation and alternative pathways have been discussed at MoT also. He advised that he is not working only for MoT on the Road to Zero programme, but all agencies across the RSPP programme. It was noted that John O'Keefe, Manager: Strategy & Liaison was in attendance also today.
9.	Meeting Close	<ul style="list-style-type: none"> The meeting closed at 10:30am
The next meeting is scheduled for Wednesday, 17 August 2022, 09.30am – 11:00am		

#	New Action Points	Who	Date Assigned
52	The programme is to connect with the Lumi Change Manager – Joanne Wakelin.	RJ	19/07/22

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53	The Communication Strategy's audiences, engagements and risks need to be updated.	PH	19/07/22
54	Mobility development phases costs to be recorded and advised	RJ	19/07/22
s9(2)(g)(i)		RJ	19/07/22
56	Budget FY22/23 change note is to be completed by the end of the week to support this.	RJ	19/07/22