

## RCA FORUM RESEARCH AND GUIDELINES STEERING GROUP

**MEETING NOTES: Thursday 4 December 2008 – Trade Kitchen, 10 Customhouse Quay  
6.00 pm to 7.15 pm**

**Present:**

Peter Bailey	Porirua City Council,	<u>convenor</u>
Ian Marshall	Queenstown Lakes DC (CoPTTM LRS Group)	
Fiona Knight	Cresmere Consulting (NSEWG)	
Bill Greenwood	NZ Transport Agency	
Murray Hasler	Gore DC (Stock Crossings)	
Fiona Vessey	Kaipara DC (Structures Group)	
Jim Paterson	Western Bay of Plenty DC (Forum Executive Group)	
Graeme Tong	Palmerston North City Council (Stormwater Group)	
Wayne Newman		Secretary

**Apologies:**

Nico Claassen	Rotorua DC
Kaye Clark	NZ Transport Agency (Asset Performance Monitoring Group)
John Stock	Dept of Conservation
John Sutton	New Plymouth DC (CoPTTM LRS Group)

**Absent:**

James Hughes	NZ Transport Agency
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ITEM	DISCUSSION	ACTION
1. Welcome and apologies	<u>Noted</u> : Apologies and absences.	

2. Notes of meeting of 14.08.08 and matters arising	<u>Approved:</u> The notes of the last meeting.	
3. NZTA review of Standards & Guidelines Manual	<p><u>Received:</u> A report on the progress of the review.</p> <p><u>Noted:</u> The representation of road controlling authorities on the review.</p> <p><u>Agreed:</u> The RCA Forum can add value to the Manual by extending the use of the resource, thereby improving the profession and professionalism of roading engineers, and by providing a conduit for feedback on standards that are not working. A report on progress will be made to the next meeting of R&amp;GG.</p>	Bill
4. Working Group reports	<p><u>(i) Received:</u> A report on CoPTTM-LRS.</p> <p><u>Noted:</u> The opportunity to incorporate the LRS into CoPTTM had been assessed and it had been decided that the risk of compromising the factors that had made the LRS so successful outweighed the benefits, so a second edition of the LRS will be issued.</p> <p><u>(ii) Received:</u> A report from the Structures Group.</p> <p><u>Noted:</u> The anecdotal reports of widespread incidence of deterioration in bridges and structures could indicate a systemic failure in maintenance resulting from a loss of expertise in RCA's and a lack of funding for inspection and upgrading works.</p> <p><u>Agreed:</u> A performance monitoring review of bridge inspections could add clarity to the current picture.</p> <p><u>(iii) Received:</u> A report from the Stormwater Group.</p> <p><u>Noted:</u> Research on this issue is now giving a clearer indication of the size and nature of the problem, and has shifted its focus to different treatment strategies. The work already done by the RCA Forum has allowed MoT to review the focus of planned</p>	Bill

	<p>guidelines to be prepared next year. A new series of seminars will be run in March.</p> <p><u>(iv) Received:</u> A report from the National Stock Effluent Working Group.</p> <p><u>Noted:</u> The actions of Environment Southland and frustration at delays in extending the network of disposal sites have increased tensions between NSEWG and LGNZ, and both parties are now working to reduce these.</p> <p><u>(v) Received:</u> A report from the Stock Crossings Group.</p> <p><u>Noted:</u> The text for a draft model bylaw on livestock movements has been agreed and Federated Farmers have now withdrawn the requirement for an independent legal opinion to be obtained before it is put on the web-site. There is an urgent need to progress the review of the Guidelines. There is no provision for this in the current budget.</p> <p><u>Agreed:</u> The Model Bylaw can be put on the web-site now and the review of the Guidelines will be progressed within the R&amp;GG budget this year.</p>	Wayne/ Peter/ Murray
5. Finance report	<p><u>Noted:</u> The response to the second levy has been satisfactory. Working Groups must manage their budgets. Over-spending should be anticipated and prior approval needs to be obtained.</p>	
6. Report from Executive Group meeting	<p><u>Noted:</u> The quality of reporting from Working Groups to the Exec Group has increased enormously over the past year. The Exec Group expects the present standard to be the norm for future meetings.</p>	
7. Future direction	Taken with item 8.	

8. Survey of members	<p><u>Received:</u> A summary of two reports prepared by Ian McGowan on support for the RCA Forum and its research and guidelines work.</p> <p><u>Agreed:</u> The recommendations of the reports should be presented to the Forum.</p>	Peter
9. General business	There was no general business arising.	
10. Date of next meeting	<u>Agreed:</u> The next meeting will be on 16 April 2009.	