



MEETING NOTES OF THE ROAD CONTROLLING AUTHORITIES' FORUM

**HELD AT THE BRENTWOOD HOTEL WELLINGTON
 9.00am – 4.00pm Friday 10 August 2007**

Alternate Joint Chairs: Rick van Barneveld (Chaired morning) and Mayor Graeme Weld (Chaired afternoon)

Apologies: John Sutton, Phil Consedine, Neil Johnstone, Douceline Van Arts, Mayor Sue Morris, Kaye Clark, Rui Leitao, Matt Bell, George Ridley, Mayor Jenny Brash and Stuart Crosbie

You can view or download the presentations from this Forum meeting on ‘the list of presentations 10 August 2007’ page of the RCA Forum website - <http://www.rcaforum.org.nz/list-of-presentations-for-10-August-2007/>

Item	Discussion/Decision
Welcome – Rick van Barneveld	<ul style="list-style-type: none"> • Welcomed members and new members
Apologies and Housekeeping – Rick van Barneveld	<ul style="list-style-type: none"> • Apologies as above • Informed members of housekeeping details for the day

Item	Discussion/Decision
1.1 Performance Measures	<p>Siri Rangamuwa provided a verbal update on Kaye Clark's behalf:</p> <ul style="list-style-type: none"> • Have populated more data • Progress is thin • Appointed a consultant • Further update on progress at the December Forum
1.2 RCA Forum Administration	<p>Rick provided an update from Douceline:</p> <ul style="list-style-type: none"> • Please emphasise that the Registration form is a tax invoice registration form and the payment method must be completed when sending to Nin Keat. NO OTHER INVOICE WILL BE SENT • In future an automated response advising receipt of their electronic registration form will be sent • All information regarding the RCA is on the website – this includes registration, agenda and working groups information – www.rcaforum.org.nz Please go to the website rather than send emails to Douceline • All presenters must provide meeting notes of actions/resolutions or outcomes to Fiona before they leave the Forum • Meeting notes will be on the website by August 15 if possible (if they provide Fiona as requested) otherwise next week. PPTs will be on by Tuesday 14 August • Ask for any feedback or suggestions for the website to be sent to me directly or through the admin email address on the website • Please bear with us as we add more information to the website – it's time consuming and Fiona and I are doing our best.
1.3. Resource Finance Report	<p>Jim Paterson presented the Financial Report and clarified the last financial year report. A summary of the current situation follows:</p> <ul style="list-style-type: none"> • The balance as at 1 April 2007 = \$103,576.15 • Net out/in cash flow for the year = \$88,441.61 • Balance as at 30 June 2007 = \$19,2017.76 • Bank balance as at 30 June 2007 = \$55,228.71 • Note this amount includes accounts receivable (subscriptions), accounts payable (GST). The annual subscriptions were billed in mid June = (\$1,36789.05) <p>To view the presentation please see instructions at the beginning of this document</p>

Item	Discussion/Decision
1.4 Research and Guidelines	<p>Peter Bailey introduced himself as the new Convenor replacing recently resigned Roly Frost and :</p> <ul style="list-style-type: none"> • Confirmed the groups contact details • Provided his own contact details – Peter Bailey, General Manager Asset Management & Operations, Porirua City Council, Cobham Court, PO Box 50-218 Porirua City, Ph 237-1412 or 0275 303-326 PBAILEY@pcc.govt.nz • A convenor for the Bridges and Structures Group is urgently required, not necessarily a structures engineer as Rudolph Kotze has that expertise. No secretarial requirement as Fiona Knight provides this service. A local government convenor is preferred , not necessarily a roading person • A reminder that structures are more than just bridges • Asked for feedback of any sort either directly to Peter or through the website – www.rcaforum.org.nz <p>Graeme Weld asked for volunteers from the floor and then thanked Fiona Vessey, Far North District Council, for offering to do so.</p> <p>Action – please provide feedback to Peter as requested</p>
2.National Environment Standard for Electricity Transmission Lines	<p>Barbara Rouse from MfE gave a presentation. Given that the discussion document on the NES has not been released (expected release date late September) it is not appropriate to post this presentation on the RCA website However information can be obtained by contacting Barbara - barbara.rouse@mfe.govt.nz</p> <p>The question was raised as to whether RCAs should continue to make a submission on the discussion document. DOC has the potential to restrict maintenance activities. The RCAs need to focus on this when considering the draft document.</p> <p>Action - Peter Bailey, as Convenor of R&G, will liaise with NZUAG and report back to the Exec on the level of priority and whether this should be done through an existing group. This activity is low on the long list of RCA priorities.</p>

Item	Discussion/Decision
3. NZUAG Update	<p>Ian Cox thanked those who volunteered to participate in NZUAG, updated on the past process and then advised the current situation:</p> <ul style="list-style-type: none"> • The outline draft document is now compiled • The Directors Group is filling the gaps • MED still looking for a National Code by October 2007-08-24 Industry workshops to follow in November • All RCAs and TLAs are affected and need to keep informed and involved • Feedback is required – a quick response is essential – silence is deemed as acquiescent • A support group of RCAs and TLAs may be beneficial. <p>Discussion followed on whether there should be regional meetings to discuss the Code and then a timeline set or seminars first then discussion on options and a timeframe. This was not resolved at the meeting and will depend on feedback received. Questions were raised re cost sharing and consultation. Rick strongly endorsed this on behalf of Transit and Graeme Weld supported it as well. Cost Sharing may be included in the Code, or in a separate document depending on whether agreement is reached.</p> <p>The Cabinet process is still on schedule for a decision by December 2007.</p> <p>Action – both Chairs encouraged all members to get behind this urgently to ensure a good outcome for all concerned and because of the extent of funding given to roading. Please respond directly to Ian – ian.cox@transit.govt.nz or through the RCA website www.rcaforum.org.nz</p> <p>To view the presentation please see instructions at the beginning of this document</p>
4. Roading NZ Conference	<p>Chris Olsen promoted the conference and flyers were available from registration desk at morning tea.</p>
5. Road Mgmt Collaboration Report and Transit response	<p>Gareth Ellis , OAG, advised the report is available on the OAG website – www.oag.govt.nz Gareth's PPT is also available on RCA website.</p> <p>Richard Wade, Transit, noted that Transit has temporarily halted anymore agreements but that the door is not closed and Transit is open to alliances.</p> <p>To view both the presentations please see instructions at the beginning of this document</p>

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6. National State Highway Strategy	<p>Ann Carruthers, Transit, advised that the NSHS is on the Transit website www.transit.govt.nz/news/ The strategy is high level and there will be more detailed discussions on the actual implementation to fit with the SH reviews which will now be covered in the Next Steps Review.</p> <p>To view the presentation please see instructions at the beginning of this document</p>
7. Planning Alignment Project and Transit Planning Policy Manual	<p>Nick Brown outlined the Planning Alignment Project and the Planning Policy Manual. The PPM is effective from 1 August 2007 but is open for comment and feedback and will be reviewed in 2008. A multi agency reference group will prepare the reviewed document.</p> <p>Action - please provide comment to– planning@transit.govt.nz</p> <p>To view the presentation please see instructions at the beginning of this document</p>
8. Shared Services in Transport	<p>Richard Hurn, LTNZ, and Tim Davin, GHD Ltd, outlined the Shared Services Study.</p> <p>Graeme Weld encouraged everyone to do better on this and collaborate in improving levels of service.</p> <p>To view the presentation please see instructions at the beginning of this document</p>
9. Deficiency Database – risk based prioritisation process	<p>Bill Greenwood, LTNZ, outlined the Deficiency Database and stressed to members to attend the courses around the country. All the information is free.</p> <p>To view the presentation please see instructions at the beginning of this document</p>

Item	Discussion/Decision
10. MoT Activity update	<p>Alan Thompson outlined the main points of the Next Steps Review including:</p> <ul style="list-style-type: none"> • The Government Policy Statement (GPS) is for land Transport only although it may pick up linkages to ports but not coastal shipping. • It is also bringing rail into the strategy progressively • The Government is committed to ‘hypothecating’ (dedicating) all revenue to land transport • State Highway programmes will be done in conjunction with regional planning forum <p>To view the presentation please see instructions at the beginning of this document</p>
11. Land Transport NZ Activity update	<p>Wayne Donnelly covered the NLTP and the challenges related to sustainability and safety.</p> <p>To view the presentation please see instructions at the beginning of this document</p>
12. LTNZ Walking and Cycling initiatives	<p>Ian Appleton presented the Land Transport NZ initiatives and advised the implementation plan for the Walking and Cycling Strategy is on the website www.landtransport.govt.nz</p> <p>Tim Hughes is the Land Transport NZ rep on the Australian Bicycle Council.</p> <p>To view the presentation please see instructions at the beginning of this document</p>
13. LGNZ Activity update	<p>Geoff Swainson updated on LGNZ activities.</p> <p>To view the presentation please see instructions at the beginning of this document</p>
14. Te Araroa Trail	<p>Richard Kirby advised members on the continuous walking track from Cape Reinga to Bluff and the draft signage brochure for comment and feedback.</p> <p>All information is available from the website www.teararoa.org.nz</p> <p>To view the presentation, please see instructions at the beginning of this document.</p>

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15. National Policy Statement Flood Risk Statement	<p>Fiona Knight outlined the policy and asked for feedback on whether such a Policy Statement was required, noting that several submissions to MfE had advised there were problems with resourcing. Received the comment was that if there is to be a National Policy the Government should offer funding.</p> <p>To view the presentation, please see instructions at the beginning of this document</p>
16. Stormwater Working Group	<p>Graeme Tong updated on the Stormwater Working Group activities. All members were asked to review the Stormwater info on the RCA Forum website and report back any gaps in information and share experiences. Feedback can be direct through the website as per the email address.</p> <p>To view the presentation please see instructions at the beginning of this document</p>
17. Sprayed Sealing Conference and Roadmarking specs update	<p>Ian Cox (on behalf of Joanna Towler) promoted the Sprayed Seal Conference 27-29 July 2008 all information is on the ARRB website www.arrb.com.au/conferences</p> <p>Ian also updated the Roadmarking Specifications on Joanna's behalf</p> <p>To view the presentation please see instructions at the beginning of this document</p>
18. Rail Crossing update	<p>Bill Horne updated on the Level Crossing Surveys, TMPs, Deed of Grant and Rail Safety week.</p> <p>To view the presentation please see instructions at the beginning of this document</p>
19. CoPTTM – Local Road Supplement update	<p>Ian Marshall referred to the Finance report presented earlier in relation to CoPTTM. The feedback from the April 2007 Forum was to delay the review of the LRS by another year – therefore the finance request is moved out 9 months. There are currently 47 TLAs using the LRS, some have only recently started using it so there is still some experience and feedback required. Pushing the review out another year is also supported by the contractors.</p> <p>Action - please provide feedback to Ian on any urgent problems - ianm@qldc.govt.nz</p>

Item	Discussion/Decision
<p>20. General Business</p>	<p>Graeme Weld thanked everyone for their support to the Forum over the last three years and emphasised that NZ is well served by the quality of the roading fraternity – Fiona proposed a vote of thanks to Graeme - voted by acclamation!</p> <p>Graeme thanked Douceline for her support and asked Fiona to pass on thanks and a speedy recovery, from the Forum members, to Douceline.</p>
<p>Close</p>	<p>The meeting closed at 4.00pm.</p> <p>Next meeting at Brentwood Hotel 7 December 2007</p>

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