

MEETING NOTES OF THE ROAD CONTROLLING AUTHORITIES' FORUM

HELD AT THE BRENTWOOD HOTEL WELLINGTON

9.00am – 4.00pm Friday 15 August 2008

Chair (Acting): Roly Frost, NZ Transport Agency

Apologies: Mayor Lawrence Yule, Bill Horne, Mayor Sue Morris, John Kerr, Graeme Tong, Max Aves, Dave Jane, Neville Boag and Gary Main

You can view, or download, the presentations from this Forum on the 'list of presentations 15 August 2008' page of the RCA Forum website - <http://www.rcaforum.org.nz/list-of-presentations-for-15-August-2008/>

Item	Discussion/Decision
Welcome	Roly Frost, well known to members, introduced himself as acting Chair until the appointment of a new Chair from NZTA : <ul style="list-style-type: none">• Welcomed members• Thanked Rick van Barneveld for his contribution to the RCA Forum and advised the farewell function would likely be 29 August• Congratulated Lawrence Yule on his election as President LGNZ

Item	Discussion/Decision
<p>Apologies and Housekeeping</p> <p>1.1 RCA Forum Administration</p>	<p>Douceline Van Arts:</p> <ul style="list-style-type: none"> • Apologies as above • Informed members of housekeeping details for the day • Introduced administration assistant, Rachel Williams • Requested members to consider and provide other information for the website, in particular links for related pages • Reminded members the registration form is a tax invoice and no other invoice will be sent. Due to confusion as to Cheque payable –cheques will go back to payable to RCA Forum • Confirmed the dates for 2009 -17 April, 14 August, 4 December • Advised a congratulations email on behalf of the Forum had been sent to Lawrence Yule • Advised the format for NZTA email addresses as firstname.lastname@nzta.govt.nz • Promoted the Roothing NZ Conference 26 August 2008 and 2008 Alliance Conference October 2/3 www.nzallianceconference.co.nz
<p>1.2 Financial Report and Annual Billing Process</p>	<p>Jim Paterson explained:</p> <ul style="list-style-type: none"> • 07/08 budget • 08/09 budget • Forecast annual expenditure • Subscription Billing process – previously discussed and agreed by the Exec in July for Forum consideration and vote <p>Jim raised the issue of membership billing because of concerns over the past practice of two billings per annum, delivering the work programme, rising costs and the length of time membership fees have been fixed. Jim asked the Forum to consider and vote on one of the following options:</p> <ol style="list-style-type: none"> 1. The 2009/10 budget include a single billing equal to the 2008/09 sum of \$230,000 or 2. The 2009/10 budget include a single billing equal to the 2008/09 sum and be increased by a factor of 1.25 to \$287.500 <p>Resolution - Option 2 was discussed and agreed, Anthony Wilson moved, Ian Cox seconded</p> <p>To view the presentation please see instructions at the beginning of this document</p>

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1.3 Research and Guidelines	<p>Peter Bailey advised that: The Working Groups within the RGG would be covered in the blue sections of today's agenda. Items not covered in those reports were:</p> <ul style="list-style-type: none"> • Stock Crossing draft by- law will be available for comment on the RCA Forum website at the end of September. It will require a legal review once comments have been received • Bill Greenwood, NZTA will review the RGG list. Bill is keen to have representatives from TLA on this team. Teleconference meetings are planned • Dave Bates, NZTA, is in the early stages of planning a review of the new Pavement Construction Guide • Ian McGowan will be carrying out a survey of members to determine further RCA Forum projects, late 2008 <p>To contact Peter Bailey please email PBAILEY@pcc.govt.nz</p>
1.4 Asset Performance Monitoring Group	<ul style="list-style-type: none"> • Kaye Clark updated on: • Objectives and measures of the APMG • New directions • Alignment with the LTMA • Members of the APMG – new members Dr Carolina Lukkien, MoT and Cheekhiong (CK) Chang, NZTA • Updates to the RCA Forum website – particularly the report <i>Development of Benchmarks</i> • Where to now • Asked for critical debate and feedback to be emailed to her at benchmarking@rcaforum.org.nz <p>To view the presentation please see instructions at the beginning of this document</p>
2. Signalised Roundabouts in Tauranga	<p>Kevin Reid, NZTA gave an excellent PPT presentation.</p> <p>To view the presentation please see instructions at the beginning of this document</p>

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3. NZUAG Utilities in Roads	<p>Ian Cox updated on the work of the NZUAG:</p> <ul style="list-style-type: none"> • The Directors Group had been asked to consider the changes and revise the Code of Practice for Working in the Road – now completed • NZUAG approved the changes (a couple of outstanding issues are still to be resolved) and released the schedule of responses for public availability – NZUAG website • Code available shortly • NZUAG will agree on the final document • RCA Forum involvement is essential • Future development of the Draft Code – emphasised the importance of communicating with the utilities either in groups of RCAs or individually • Legislation is unlikely to be introduced to the House this year • Requested a volunteer to replace Phil Consedine <p>To view the presentation please see instructions at the beginning of this document</p>
4.NSEWG - Stock Effluent Management	<p>Ian Cox updated on:</p> <ul style="list-style-type: none"> • Ongoing issues • Initiatives • Handout of the North and South Island Stock Effluent disposal areas <p>To view the presentation please see instructions at the beginning of this document</p>
5. Air Quality on the State Highway Network	<p>Carl Reller, NZTA, presented this PPT on behalf of Louise Wickham, MfE</p> <p>To view the presentation please see instructions at the beginning of this document</p>
6. Transport, urban form, attitude and travel behaviours	<p>Vince Dravitzki, Opus Central Labs gave an interesting presentation from a different perspective.</p> <p>To view the presentation please see instructions at the beginning of this document</p>

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7. Ministry of Transport	<p>Nick Brown updated on:</p> <ul style="list-style-type: none"> • The NZ Transport Strategy (NZTS) – framework, vision, targets, challenges key messages, components, delivery and supporting actions • Government Policy Statement (GPS) - context, components, targets, funding allocations and guidance for planning and evaluation <p>To view the presentation please see instructions at the beginning of this document</p>
8. NZ Transport Agency	<p>Roly Frost introduced Geoff Dangerfield, CE, NZTA, who spoke to members about The NZ Transport Agency:</p> <ul style="list-style-type: none"> • The 6 Regions and Regional Directors (soon to be appointed) • The priorities for the agency • Planning and programming outline from 1 July 2009 <p>Geoff took questions from the floor and then joined the members for lunch.</p> <p>To view the presentation please see instructions at the beginning of this document</p>
9. Transport Monitoring Indicator Framework	<p>Rob Hannaby, MoT, gave a PPT presentation and promoted the Transport Monitoring Indicator Framework poster.</p> <p>To view the presentation please see instructions at the beginning of this document</p>
10. Driving the 'land transport sector' through better information	<p>Doug Miller gave an excellent PPT presentation including how to provide better information to RCA's. Initiatives for this are:</p> <ol style="list-style-type: none"> 1. Indicators being developed through Transport Monitoring Information Framework (MOT) and micro level indicators developed by NZTA (road statistics and indices etc) 2. Information system developed to store key operational information (I-Pond) 3. Dedicated approved organisation website SMARTmovez (started in early 2008 - planned to be accessible by October 2008) <p>To view the presentation please see instructions at the beginning of this document</p>

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11. NLTP Agreements	<p>Fiona Newman, as the consultant engaged to consultant with RCAs, outlined:</p> <ul style="list-style-type: none"> • Changes for 2008/09 • Preparation for 2009 • Next steps – including discussion and consultation with RCAs over the next few months <p>To view the presentation please see instructions at the beginning of this document</p>
12. The first 3 year programme under the LTMA	<p>Bob Alkema and Dave Darwin (both NZTA) outlined:</p> <ul style="list-style-type: none"> • The 3 year programme • Sector input • Funding • Activities • Group projects • Support • Timelines and process • Timetable <p>To view the presentation please see instructions at the beginning of this document</p>
13. LGNZ Activities update	<p>Geoff Swainson highlighted the:</p> <ul style="list-style-type: none"> • GPS • NZTS • LTMA Bill • Funding • Infrastructure sustainability <p>To view the presentation please see instructions at the beginning of this document</p>

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<p>14. Local Roads Supplement</p>	<p>John Sutton updated:</p> <ul style="list-style-type: none"> • 54 local RCAs purchased LRS • 1st edition was published in September 2005 • Project plan for the 1st review was approved at the March 07 RCA Forum – estimated cost \$44,500 • The review is now 60%complete and proposed changes have been identified • Requested the RCA Forum to approve the proposed changes to either: <ul style="list-style-type: none"> 1. Incorporate in amalgamated COPTTM/LRS document - or 2. Incorporate in 2nd edition of LRS <p>Resolution</p> <p>Ian Cox - Moved that:</p> <p>RCA Forum agrees that, in respect of the Local Roads Supplement (LRS) to the Code of Practice for Temporary Traffic Management (COPTTM):</p> <ol style="list-style-type: none"> 1) Approval is given to complete the update to the LRS and for the updated LRS to be published; 2) Approval is given to discuss, with the COPTTM Steering Group, the issues surrounding the amalgamation of the LRS and COPTTM documents with the aim of producing a consolidated standard; and 3) Should amalgamation of LRS and COPTTM be shown to be a viable outcome, approves the extension of the current LRS project plan to include the work and funding required to deliver that outcome. <p>Seconded Kaye Clark and Jim Paterson</p> <p>To view the presentation please see instructions at the beginning of this document</p>
<p>15. Stormwater Working Group update</p>	<p>Wayne Newman, Working Group Administrator, gave an update on behalf of Graeme Tong, Convenor of the Stormwater Working Group</p> <p>To view the presentation please see instructions at the beginning of this document</p>

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<p>16. General Business</p>	<p>As per the decision of the March 2008 Forum, Roly Frost summarised the day's agenda and asked for feedback and suggestions for the 5 December Forum.</p> <p>Feedback:</p> <ol style="list-style-type: none"> 1. General opinion of a good mix of technical and strategic agenda items – Cr Richard Alspach reiterated this and will provide a recommendation to elected representatives to attend for the RCA website 2. Useful forum to share experiences 3. Excellent to have information such as NZTS, GPS etc please continue this theme 4. Signalisation project in Tauranga very interesting and helpful <p>Suggestions for next Forum:</p> <ol style="list-style-type: none"> 1. Dowse/Petone project presentation 2. ARTA – share perspective 3. NZTA - update on Regional Directors, progress etc 4. Land use and integration 5. The Alliance <p>The meeting closed at 3.50pm</p> <p>Next RCA Forum is at the Brentwood Hotel, Kilbirnie, Wellington on: 5 December 2008</p> <p>2009 RCA Fora: 17 April 14 August, 4 December</p>

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