

RCA FORUM RESEARCH AND GUIDELINES STEERING GROUP

MEETING NOTES: Thursday 9 August 2012 – NZTA, National Office
4.30 pm to 6.30 pm

Present:

Peter Bailey Bill Greenwood Murray Hasler Fiona Vessey Kaye Clark Peter Dodge Fergus Tate Fiona Knight Wayne Newman	Porirua City Council, NZTA (Network Optimisation National Office) Gore District Council Matamata-Piako District Council NZTA (Highway Network Operations, Hamilton) Wellington City Council (NZUAG) NZTA (Highway Network Operations National Office) Cresmere Consulting (National Stock Effluent WG) Cresmere Consulting (Stormwater WG)	<u>convenor</u> remote link remote link remote link proxy for James Hughes Secretary
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Apologies:

Jim Paterson	Western Bay of Plenty District Council
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ITEM	DISCUSSION	ACTION
Welcome and apologies	<u>Noted</u> : Apologies and welcomed Peter Dodge as RCA Forum representative on the NZUAG interim committee and Fergus Tate for James Hughes.	
1. Notes of meeting of 8.03.12	<u>Noted</u> : Actions completed. <u>Agreed</u> : Meeting notes are a true and accurate record.	
2. Executive Group report	<u>Received</u> : report on meeting on 3 August 2012.	

<p>3. Forum communications strategy</p> <p>(a) Regional meetings (b) Forum meetings (c) Website</p>	<p><u>Received:</u> reports on regional and national meetings and website usage.</p> <p><u>Noted:</u> Forum attendance has reduced, possibly as a result of potential attendees being too committed to LTP preparation or actual meeting dates being inconvenient, but also possibly reflecting very low budgets now being available for travel and training in most member councils.</p> <p><u>Agreed:</u> (a) material will be circulated to allow brief presentations or updates to be given to the regional liaison meetings and INGENIUM local meetings; (b) records of Forum attendance will be analysed and circulated to RGG members.</p>	<p>Wayne to identify and prepare material for regional liaison and INGENIUM meetings and circulate to RGG.</p> <p>Wayne to analyse Forum attendance records and circulate to RGG.</p>
<p>4. Sector representation and co-ordination</p> <p>(a) Rail Crossings (b) Cycle Lane signage (c) High Productivity Motor Vehicles (d) Road Safety Audit Guides (e) Network Operating Framework (f) NZUAG</p>	<p><u>Noted:</u> (a) Michelle Lewis has left Kapiti Coast DC and been replaced on the rail crossings working group for the time being by Paul Barker of Wellington City. There is interest in negotiating a national access agreement with Kiwirail. Steve Griffin of Buller DC is keen to progress this. Kiwirail has decided not to approach the RCA Forum for a funding contribution for the development of ALCAM.</p> <p><u>Agreed:</u> (a) Paul Barker is the current RCA representative on this working group; (b) the ALCAM survey results will be presented to regional liaison meetings.</p> <p><u>Noted:</u> (b) Auckland Transport has initiated its own project. This gives greater impetus to a need for nationally consistent cycle lane signage. Seven RCA members have indicated an interest in establishing a working group to progress this. New Plymouth and Hastings could provide good models for signage.</p> <p><u>Agreed:</u> (a) to approach Auckland Transport for details on its project and (b) to seek RCA members for a working group and, once this is formed, invite Auckland Transport to fuse its project to produce nationally consistent signage.</p> <p><u>Noted:</u> (c) the HPMV technical reference group has repeatedly sought RCA members and efforts to involve members by “shoulder-tapping” have so far been unsuccessful.</p> <p><u>Agreed:</u> to circulate a call to members for sector representatives.</p>	<p>Bill to provide contact details for Auckland Transport project.</p> <p>Wayne to identify members and establish working group.</p> <p>Wayne to prepare request for sector representatives on the HPMV project and circulate to members.</p> <p>Bill to provide details of network operating framework trials and local RCA contacts</p>

	<p><u>Noted:</u> (d) the request for RCA representatives for the road safety audit guides review received a good response and Wayne King of Hutt City and Gary Clarke of Tasman DC have joined the sector reference group.</p> <p><u>Agreed:</u> Wayne King and Gary Clarke are confirmed as RCA representatives.</p> <p><u>Noted:</u> (e) local trials of the network operating framework software developed for Melbourne have been progressing.</p> <p><u>Agreed:</u> the RCA members in the trial areas are the most suited to be RCA sector representatives in the development of this project.</p> <p><u>Noted:</u> (f) the NZUAG interim committee has three RCA Forum representatives at present, with Peter Dodge, Barry Williams and Ian Cox, and could have a fourth if LGNZ decides not to take a place on the committee. The funding contribution being sought from the Forum has reduced from \$20,000 to \$10,000 for this year. The major beneficiaries of the educational work being proposed by NZUAG will continue to be RCA members, through moving towards greater consistency and ensuring that utility operators take on their responsibilities.</p> <p><u>Agreed:</u> (a) to present case for RCA Forum paying \$10,000 as the 2012-13 subscription to NZUAG Inc. to the next full Forum meeting; (b) to discuss sector representation on NZUAG with LGNZ and seek a rural RCA representative place on the NZUAG interim committee; (c) report to regional meetings on NZUAG and the role of the RCA Forum in ensuring knowledge of the Code of Practice for Utilities Access to Transport Corridors.</p>	<p>involved.</p> <p>Wayne to prepare a report for Forum on NZUAG and RCAF paying a subscription of \$10,000.</p> <p>Wayne to discuss LGNZ membership of NZUAG committee with LGNZ (as proxy at last two meetings) and raise possibility of a rural RCA having a seat in place of LGNZ.</p> <p>Wayne to prepare and circulate material for regional meetings.</p>
<p>5. Working Groups' activities</p> <p>(a) Stock Effluent</p> <p>(b) Stormwater</p> <p>(c) RIMS</p>	<p><u>Noted:</u> (a) The NSEWG proposes to update and expand the Design Guidelines for Disposal Sites. A project proposal has been accepted from Graham Eagles of Opus for a total project cost of \$30,000. DairyNZ has agreed to provide \$5,000 towards this and another \$5,000 will be sought from the Meat Industry Association.</p>	

	<p><u>Agreed:</u> funds are available within the NSEWG budget to progress this project.</p> <p><u>Noted:</u> (b) The Stormwater Group is continuing to develop guidance for managing road run-off and stormwater. The SWG intends to complete this work within the current financial year and will not seek a further budget provision.</p> <p><u>Agreed:</u> (a) further research in this field is not currently regarded as necessary; (b) it will be within the budget of RGG from the end of this financial year to maintain the pages of the SWG on the website.</p> <p><u>Noted:</u> (c) The RIMS Group has provided reports to the Executive Group, rather than to RGG. The Body of Knowledge has been launched, with three chapters ready to distribute. Draft guidelines on pavement strength testing, bridge data, traffic counting and asset management best practice are in or have completed peer review. The latest cost forecast for the current projects is \$7,000 over-budget.</p> <p><u>Agreed:</u> (a) the appropriate forum in which the projects being undertaken by RIMS with RCA Forum funding should be reporting is the RGG; (b) more information is needed in the reporting on the projects for the reports to serve their purpose.</p>	<p>Peter to discuss RIMS reporting to, and attending meetings of, RGG with Gordon Hart</p>
<p>6. Research proposals</p> <p>(a) Road design for alternative mobility modes</p> <p>(b) Aggregate specifications</p> <p>(c) Anticipating new needs</p> <p>(d) Glyphosate resistance</p>	<p><u>Noted:</u> (a) Road design for alternative modes of transport, especially mobility scooters, is an international issue and funding is available within the RGG research budget for a literature review. Standards and speed limits for mobility scooters, conflicts with other road and footpath users, especially handicapped pedestrians, and temporary works design are issues where guidance could be valuable to members. Several groups have been active in this area for some time and could contribute expertise.</p> <p><u>Agreed:</u> (a) to begin contacting interested groups; (b) to identify RCA members interested in this topic and possibly being part of a working group; (c) to define gaps and the scope of the project.</p> <p><u>Noted:</u> (b) Roading NZ raised the issue of a review of aggregate specifications at the December 2010 Forum. Updated specifications for chipseals, pavement and base</p>	<p>Fergus to follow-up with James and Tim Hughes on suitable contacts.</p> <p>Wayne to check what literature is already available and prepare material for members.</p>

	<p>courses have been circulated to members and notified on the web-site for inclusion in the Register this year.</p> <p><u>Agreed:</u> the National Pavement Technical Group appears to be progressing this review and the release of updated documents through the agreed process will provide members with additional opportunity to comment.</p> <p><u>Noted:</u> (c) the anticipated need for new guidelines arising from the recommendations of the Road Maintenance Taskforce in particular has not eventuated, or at least not with the urgency previously expected.</p> <p><u>Received:</u> a report on research to be undertaken for the Foundation for Arable Research to avoid the occurrence of glyphosate resistance in New Zealand.</p> <p><u>Noted:</u> (d) FAR, with DairyNZ, HortNZ and Agresearch, has secured MPI funding for research to avoid glyphosate resistance occurring in New Zealand. Repetitive roadside spraying has been proven to be a major contributor to resistance developing overseas. FAR is keen to have road sector involvement in this project. RGG has been invited to attend the project strategy meeting on 27 September. The RCA Forum is being asked to contribute “at least” \$5,000 p.a. for three years to this research.</p> <p><u>Agreed:</u>(a) most, if not all, rural members and many urban members would regard this research as important for their own operating costs; (b) the contribution requested is minimal in relation to the importance of the project and opportunity to be involved; (c) the working group research and development budget of \$40,000 is available to allow the RCA Forum to support research of benefit to members; (d) a recommendation to offer the requested contribution will be made to the Exec Group; (e) RGG will attend the strategy meeting.</p>	<p>Wayne to prepare report recommending a funding contribution to this project.</p> <p>Wayne to attend the project strategy meeting and report to RGG.</p> <p>Wayne to prepare material on this project for regional meetings.</p>
7. Road Sector Maintenance Taskforce	<p><u>Noted:</u> An update on this is on the agenda for the next Forum meeting.</p>	

8. Performance measures for local authorities	<u>Noted</u> : This project has identified a small number of nationally applicable performance measures for roads that are now being approved by DIA for promulgation for consultation with local authorities as the performance measures to be included in LTPs.	
9. NZTA activities	<u>Received</u> : reports circulated prior to meeting.	
(a) Research Programme	<u>Noted</u> : (a) There was no LGNZ input into the Research Programme in the last topic round, despite Simon King being directly involved. The role of LGNZ and relationship with the RCA Forum is being explored by the Exec and LGNZ.	
(b) Register of Network Standards and Guidelines	<u>Agreed</u> : the mobility scooter issue might be put forward as a topic proposal for the next programme round.	Wayne to prepare topic request to go to LGNZ after confirmation of the role of the RCA Forum in this process.
(c) National Road Classification System project	<u>Noted</u> : (b) There has been a significant number of new documents being presented for member feedback. Direct links to the documents are now being added when new or changed documents are released for comment.	
(d) High Risk Guides	<u>Agreed</u> : (a) the Register is a Forum initiative, not a NZTA activity, and should be treated separately on future agendas; (b) the Register and associated process is now established and working.	Wayne to note for future agendas that Register and NRCS are Forum projects.
(e) National Office Planning and Investment	<u>Noted</u> : (c) the National Road Classification System project is progressing. Damien Hurst has withdrawn, but Andrew Edgar, Jim Paterson and Don Munro continue to represent local RCA members. Although LGNZ was a party to the original decision to extend the state highway classification system to link with local road classification, LGNZ then made a submission opposing a national road classification system.	Wayne to identify material for presenting to regional meetings
	<u>Noted</u> : (d) the High Risk Intersection Guide has been released for comment and those comments are now with the technical reference group. The Motorcycling Safety Guide is due for release. MotoNZ is exploring using a guide on motorcycle unfriendly road maintenance practices as the basis for a dvd.	
	<u>Agreed</u> : an update on the guides could be given to regional meetings and the MotoNZ dvd would be an excellent tool for these.	

	<u>Noted</u> : the TCD trials and review of the speed management framework	
10. General business	<u>Noted</u> : the Forum representatives on the interim committee of NZUAG need to have greater contact with each other and with members to ensure they properly represent the views of members, and to allow members to understand the compromises being made to achieve agreement on implementation of the utilities' access code.	
11. Next meeting	<u>Agreed</u> : Next meeting will be confirmed for late October or November.	
	Meeting concluded at 6.15 p.m.	
Actions summary 9.08.12	<p>Peter Bailey</p> <ul style="list-style-type: none"> • to discuss RIMS reporting to RGG and attending meetings of RGG with Gordon Hart <p>Bill Greenwood</p> <ul style="list-style-type: none"> • to provide contact details for Auckland Transport cycle lane signage project. • to provide details of network operating framework trials and local RCA contacts involved <p>Fergus Tate</p> <ul style="list-style-type: none"> • to follow-up with James Hughes and Tim Hughes on suitable contacts for interested parties or local experts on mobility scooters and road design issues around alternative transport modes. <p>Wayne</p> <ul style="list-style-type: none"> • to identify and prepare material for regional liaison and INGENIUM meetings and circulate to RGG. • to analyse Forum attendance records and circulate to RGG. 	

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| | <ul style="list-style-type: none"> • to identify members and establish working group for nationally consistent cycle lane signage. • to prepare request for sector representatives on the HPMV project and circulate to members • to prepare a report for Forum on NZUAG and RCAF paying a subscription of \$10,000. • to discuss LGNZ membership of NZUAG committee with LGNZ (as proxy at last two meetings) and raise possibility of a rural RCA having a seat in place of LGNZ. • to prepare and circulate material on NZUAG for regional meetings. • to check what literature is already available on mobility scooters and road design for alternative transport modes and prepare material for members • to prepare report recommending a funding contribution to the glyphosate resistance prevention research project. • to attend the glyphosate resistance project strategy meeting and report to RGG. • to prepare material on the glyphosate resistance research project for regional meetings. • to prepare topic request on road design for alternative modes and safe standards for mobility scooters to go to LGNZ after confirmation of the role of the RCA Forum in this process. • to note for future agendas that Register and NRCS are Forum projects. • to identify material for presenting to regional meetings on Research Programme topics, changes in the Register, new Guides and recent P&I initiatives | |
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