

RCA FORUM RESEARCH AND GUIDELINES STEERING GROUP

MEETING NOTES: Thursday 13 March 2014 – NZTA, National Office - 4.00 pm to 6.30 pm

Present:	Murray Hasler Bill Greenwood Fergus Tate Fiona Vessey Fiona Knight Wayne Newman Peter Dodge Glenn Bunting	Gore District Council, NZTA (Network Optimisation National Office) NZTA (Highway Network Operations National Office) Matamata-Piako District Council (National Stock Effluent WG) (National Cycling Signs and Markings WG) Wellington CC (NZUAG) NZTA (Network Optimisation National Office)	Convenor, remote link remote link Secretary Item 2(b) only from 4:45
Apologies:	Peter Bailey Jim Paterson	Porirua City Council (lateness only) Western Bay of Plenty District Council	

ITEM	DISCUSSION	ACTION
Welcome and apologies	<u>Noted:</u> Apologies. Peter Dodge in the chair.	
1. Notes of meeting of 10.10.13	<p><u>Noted:</u> All actions from 10 Oct. meeting are completed except 131010-11.</p> <p><u>Agreed:</u> Item 7 be amended: Matamata Piako has concluded an agreement with NZTA by which NZTA will issue 50Max permits for the district, based on routes identified and agreed to be not able to be used for 50Max vehicles.</p> <p><u>Agreed:</u> Notes of 10 October 2013 as amended are a true and accurate record. FK/BG</p> <p><u>Noted:</u> John Schermbrucker has ceased to work for AT and to be the AT representative on the group.</p> <p><u>Agreed:</u> AT will be invited to nominate a replacement. MH/BG</p>	<p>1. WN to draft letter to CEO of AT for MH, seeking nominee for AT member.</p>

<p>2. Working group activities</p> <ul style="list-style-type: none"> (a) Level Crossings (b) Cycling Signs & Markings (c) Stock Effluent (d) Other activity areas 	<p><u>Noted:</u> All local authorities will receive password-access to historic risk assessment data for local level crossings. Level Crossings WG has not endorsed RCA Forum half-funding of ALCAM. A project team has been set up to develop generic interface agreements for level crossings.</p> <p><u>Agreed:</u> Steve Griffin will represent RCA Forum on the project group on generic interface agreements for level crossings.</p> <p><u>Received:</u> Report from Glenn Bunting on TCD Steering Group meeting on 12 March.</p> <p><u>Noted:</u> Proposals for local trials of new cycling markings have been received from Nelson, Dunedin and Palmerston North, with a less formal offer from Wellington CC.</p> <p><u>Agreed:</u> Cycling markings trials must commence by 1 May 2014 to be eligible for a contribution to costs from the 2013-14 budget of RCA Forum.</p> <p><u>Noted:</u> A new advertising campaign to encourage standing of stock will be run from May. Member support for efforts to reduce stock effluent spillage has become less consistent as focus has shifted to other priorities.</p> <p><u>Noted:</u> A contribution of \$5000 towards glyphosate resistance research will be made from the current workgroup research and development budget.</p> <p style="text-align: right;">PD/FK</p> <p>Peter Dodge vacated the chair and Murray Hasler took the chair for the next item.</p>	<p>2. PB to raise NZTA Waikato regional office support for local efforts to reduce SE truck spillage with Kaye; regional office has set up meetings and failed to attend.</p>
<p>3. RIMS Group Body of Knowledge Projects</p>	<p><u>Noted:</u> Correspondence from RIMS seeking funding of \$86,200 to complete the three projects approved for part-funding by the Executive on 11 Oct. 2013 from the budget approved for RIMS projects in 2013-14 and the decision of the Ratification Group, that the documents delivered to date by RIMS Group do not meet the criteria for inclusion on the Register as guidelines.</p> <p><u>Agreed:</u> Funding for RIMS projects should remain subject to the Executive being satisfied that the projects are responding to a real need and delivering useful solutions that have a ready application for practitioners.</p> <p style="text-align: right;">PB/MH</p>	

<p>4. NZTA National Office activities</p>	<p><u>Noted:</u> New guidelines and investment standards have been approved by the Ratification Group. The Network Operating Framework is being tested in several centres, but no national guidance is yet in place. Software for this is being developed to identify the principal users of individual routes. The One Network Classification will require this data.</p> <p><u>Noted:</u> An expert panel on cycling safety has been established, with a technical reference group set up to support it. The RCA Forum has been asked to provide a representative on the latter as an industry professional body. A cycling safety summit is scheduled for 15 April. No approach has been made to the National Cycling Signs and Markings Working Group.</p> <p><u>Agreed:</u> To refer the request for a nomination for the cycling safety technical reference group to the National Cycling Signs and Markings Working Group for urgent attention.</p> <p style="text-align: right;">BG/PB</p>	<p>3. MH to pass request to WN; WN to confirm suitable nominee.</p>
<p>5. Sector representation</p> <p>(a) National Speed Management Plan (b) Glyphosate resistance (c) Role of RCA Forum</p>	<p><u>Noted:</u> The National Speed Management Plan working group is working well and a series of workshops is scheduled to begin in April.</p> <p><u>Noted:</u> The findings of the research on glyphosate resistance. Resistance is established, but not widespread. Sensible weed control need not involve using mixes in more than one in eight applications.</p> <p><u>Agreed:</u> A presentation on the research and findings of the glyphosate resistance project to a Forum would be of interest to members.</p> <p><u>Noted:</u> LGNZ and NZTA have chosen to set up new bodies such as REG to fulfil the strategic role that they had previously established the Forum to perform. The Forum has a diminished role. Working groups and reference groups for the sector are being set up without reference to, or inclusion of, the Forum. A funding contribution to the One Network Classification System working group from the Forum has been sought from REG. This is a system championed by REG. LGNZ has proposed that RCA Forum contribute \$50,000.</p>	<p>4. MH to confer with Kaye on possibility of a slot on the Forum agenda for 8/08/14 for glyphosate.</p> <p>5. If a slot is confirmed, WN to arrange speaker for 8/08/14.</p> <p>6. MH to support funding subject to condition and nominate PB.</p>

	<p><u>Agreed:</u> A RCA Forum contribution of \$50,000 towards the One Network Classification System should be provided subject to having a member of the Executive on the steering group.</p> <p><u>Agreed:</u> To nominate Peter Bailey for that role.</p> <p style="text-align: right;">MH/FT</p>	
<p>7. General Business</p> <ul style="list-style-type: none"> a. Stock Crossing Guidelines b. Proposed 2013/15 Research Topics c. Conferences & seminars d. Proposed workshops e. NZUAG f. Website 	<p><u>Noted:</u> (a) Review of Stock Crossing Guidelines is waiting on final peer review. (b)The list of proposed research topics contains a number of topics arising from the sector challenges list submitted last year. (c) In addition to the EECA, NZTA, LGA Lighting Conference, NZTA Road Traffic Incident Seminar and RIMS Road Infrastructure Management Forum, the IPENZ Transportation Group also has a conference in March. (d) Preference for a rural roads workshop attached to May Forum has meant that timing for the target audience is now very bad, with other priorities demanding time. Lack of interest in mobility scooter research within NZTA and MoT at the moment does not mean that this issue will not become more topical with time. (e) NZUAG expects to move to full subscription funding and dispense with the premium to be on the committee. This assumes some Government funding, particularly for enforcement. Challenge for NZUAG is to review the National Code in order to make it more effective. (f) The website is currently being rebuilt.</p> <p><u>Agreed:</u> (a) To complete the review of the Stock Crossings Guidelines without delay. (b) A report to the Forum on the research topics and how these will respond to sector challenges identified by members would be of interest to members. (c) The Executive needs to consider the implications of multiple conferences and seminars being directed towards the sector. (d) To continue research on mobility scooter use and regulation, and to make this available to members. (e) The Forum should remain a full member of NZUAG, but not pay the premium for committee membership. (f) There is an urgent need for those developing the new website to liaise with Debbie</p>	<p>7. MH to review BG comments and draft Guidelines.</p> <p>8. BG to supply MH with list of research topics that address sector challenges.</p> <p>9. PB to bring the number of competing fora to attention of Exec.</p> <p>10. WN to ensure mobility scooter research is available and kept up to date.</p> <p>11. MH to make recommendation to Exec that Forum pays only full member subscription for NZUAG.</p> <p>12. MH and PB recommend website designers discuss</p>

	Bryant and Wayne Newman on what is needed by users.	FK/PB	user needs with Forum Convenor and WN.
7. Executive Group report	<u>Agreed:</u> Report to the Executive will cover: <ul style="list-style-type: none"> • Vacancy of AT representative • Working group activities • RIMS project funding • NZTA National Office activities • Sector representation • Matters raised in General Business 	FT/FV	13. WN to prepare report for Exec meeting on 21/03.
8. Next meeting	<u>Noted:</u> The schedule of meeting dates for rest of 2014 is: <ul style="list-style-type: none"> • 31 July • 9 October. <u>Agreed:</u> Meeting dates should be one week before the Executive meets.	MH/FK	
	<u>Noted:</u> Bill Greenwood will retire before next meeting. <u>Agreed:</u> Bill has made a vital contribution to this group over many years and the group records its thanks for his guidance, support and valuable input. Meeting concluded at 6.40 p.m.	MH/FK	

<p>Actions summary</p>	<p>131010-11 MH and FT to meet with Glenn to discuss provision of sector reps and role of those nominated.</p> <p>140313-01 WN to draft letter to CEO of AT for MH, seeking nominee for AT member.</p> <p>140313-02 PB to raise NZTA Waikato regional office support for local efforts to reduce SE truck spillage with Kaye; regional office has set up meetings and failed to attend.</p> <p>140313-03 MH to pass request to WN; WN to confirm suitable nominee.</p> <p>140313-04 MH to confer with Kaye on possibility of a slot on the Forum agenda for 8/08/14 for glyphosate resistance project update.</p> <p>140313-05 If a slot is confirmed for glyphosate presentation, WN to arrange speaker for 8/08/14.</p> <p>140313-06 MH to support Forum funding for ONCS subject to condition of Exec member on steering group and nominate PB for this role.</p> <p>140313-07 MH to review BG comments and draft Stock Crossings Guidelines.</p> <p>140313-08 BG to supply MH with list of research topics that address sector challenges.</p> <p>140313-09 PB to bring the number of competing conferences and seminars in the sector to attention of Exec.</p> <p>140313-10 WN to ensure mobility scooter research is available and kept up to date for members.</p> <p>140313-11 MH to make recommendation to Exec that Forum pays only full member subscription for NZUAG rather than extra premium on top of the subscription.</p> <p>140313-12 MH and PB recommend website designers discuss user needs with Forum Convenor and WN.</p> <p>140313-13 WN to prepare report for Exec meeting on 21/03.</p>	<p>MH, FT, GB</p> <p>WN, MH</p> <p>PB</p> <p>MH, WN</p> <p>MH</p> <p>WN</p> <p>MH, PB</p> <p>MH</p> <p>BG</p> <p>PB</p> <p>WN</p> <p>MH</p> <p>MH, PB</p> <p>WN</p>
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