

# NOTES OF THE RCA FORUM STORMWATER GROUP MEETING

## NZTA National Office, Victoria Street

9.15 am Thursday 31 May 2012

**Present:** Wayne Newman  
 Nicci Wood  
 Craig Redmond  
 Balt Gregorius

Wellington City Council  
 NZTA, National Office  
 NZTA, National Office

Convenor

**Apologies:** Rachel Pawson  
 Dale Nicholls  
 Laura Keown  
 Amanda Moran

Greater Wellington Regional Council  
 NZTA Operations, Napier  
 Ministry of Transport  
 Ministry for the Environment

**Absent:** Jon Schwass  
 Napier City Council

ITEM	DISCUSSION	ACTION
1. Welcome and apologies	<u>Noted</u> apologies.	
2. Minutes of 8 December 2011 and matters arising	<u>Noted</u> the actions agreed were on the current agenda and no other matters were arising.	
3. On-site Stormwater Management Guidelines	<p><u>Received</u> a report from Craig on the 2004 On-site Stormwater Management Guidelines.</p> <p><u>Noted</u> the title does not provide clear information about the scope of the document. Although it specifically does not address runoff from roads, the fundamentals of the material contained in the document remain sound.</p> <p><u>Agreed</u> the Guidelines should be better publicised and more accessible.</p>	

	<p><u>Agreed</u> to prepare introductory blurbs for each of the six sections of the Guidelines and the Appendices to provide clearer explanations of the resources contained in each part.</p> <p><u>Agreed</u> to ensure suitable keywords are identified for each section and the Appendices to make these resources readily available through use of on-line search engines.</p>	<p><b>Craig to arrange with comm's staff in NZTA for input on this (August).</b></p>
4. RR260-Integrated Stormwater Management Guidelines	<p><u>Noted</u> the 2004 Research Report contains significant amounts of material that are still relevant.</p> <p><u>Noted</u> the potential for reference to dated material to create an impression of an out-of-date web-site.</p> <p><u>Agreed</u> the reference to RR260 needs to be expanded to provide a blurb to introduce the material within the document and to note the areas that are out of date.</p>	<p><b>Wayne to draft and circulate blurb.</b></p>
5. Guidelines for rain garden maintenance	<p><u>Noted</u> the ready availability of guidance on the operation and maintenance of all treatment devices, including swales, rain gardens and wetlands, but recognised that members were requesting guidance.</p> <p><u>Noted</u> the draft guidelines circulated prior to the meeting were based on several of the resources already available.</p> <p><u>Agreed</u> to put the operating and maintenance guidelines for rain gardens on the web-site with a suitable blurb and appropriate key-words identified.</p>	<p><b>Nicci to draft note on waterfront devices case study and circulate</b></p> <p><b>Wayne to draft blurb and upload PDF document.</b></p>
6. www.stormwater.learnscape	<p><u>Received</u> a report from Craig.</p> <p><u>Noted</u> the training module has been on a test site. The number of visitors to the site or users of the module to date has not been recorded, but anecdotal feedback has been very positive.</p> <p><u>Noted</u> the potential for this and other NZTA environmental modules to be put on the IRF training site or made available through NZIHT for certification of contractors for environmental management. A precedent for the latter is available in the programme for certification of condition raters already funded by NZTA for NZIHT provision.</p>	<p><b>Craig to report on developments</b></p>
7. Proprietary devices field trials	<p><u>Noted</u> the completion of sampling for 15 events for each of the three devices and the current</p>	

	<p>expectation that the report would be available by the end of June 2012.</p> <p><u>Noted</u> that the reporting date is approximately 12 months later than anticipated when the field trials project was established and that the majority of the time lost was in getting the devices set up in the field and then in extending the trial period from nine to 15 events.</p> <p><u>Agreed</u> to receive the report in due course and investigate opportunities to present the research findings to both road asset managers and stormwater practitioners.</p>	<p><b>Wayne to raise with RGG as a Forum topic and liaise with NIWA.</b></p>
<p>8. Research proposal to extend risk assessment screening tool to include wetlands</p>	<p><u>Received</u> a report from Craig.</p> <p><u>Noted</u> all environmental research proposals have a lower priority for funding in the current research programme and this proposal has not progressed.</p> <p><u>Noted</u> the draft simplified-flowchart circulated prior to the meeting comes closer to the concept of an immediately accessible, one-page guide, originally captured in the concept of “the Tong graph”.</p> <p><u>Agreed</u> the web-site presence of the risk assessment tool can be improved. The simplified flowchart should be added to the web-site, but needs to guide users to the next steps needed after identifying the level of risk. A better introductory blurb for the tool, with key-words for search engines, needs to be provided on the web-site.</p>	<p><b>Wayne to draft blurb and changes to flowchart and circulate.</b></p>
<p>9. Guidance Note</p>	<p><u>Noted</u> the Guidance Note has been passed to the Group to use what it can as it sees fit.</p> <p><u>Noted</u> the history of this Note and the repeated advice to representatives of MoT and MfE that the material contained within it was generally inadequate and in places inaccurate, and added nothing to the guidance material already in place, in particular the Guidelines already discussed and the NZTA Stormwater Treatment Standard for State Highway Infrastructure.</p> <p><u>Agreed</u> no further work should be done on the Guidance Note and it should not be put on or referenced from the web-site.</p>	
<p>10. FAQ project</p>	<p><u>Noted</u> that the material on the FAQ pages on the web-site was reviewed at the beginning of 2011 and has been extensively revised and edited to reflect the comments from the review, but no longer fits the concept of answers to FAQ (if it ever did).</p>	

	<u>Agreed</u> to revise the FAQ material as an introduction to the basics of stormwater management and put it on the web-site in several sections with appropriate introductory blurb material as a resource.	<b>Wayne to edit into parts, draft blurb and circulate</b>
11. Regional Council requirements	<u>Noted</u> some regional councils have been treating all material coming into contact with roads as being contaminated material needing special disposal.  <u>Agreed</u> this is outside the scope of the Group.	
12. General business	<u>Agreed</u> to plan to complete work in the current year and not to seek a budget for next year. All material on the website is to be reviewed and revised where necessary. Material no longer performing any useful purpose on the website is to be identified and reported for a decision on its removal. All material to remain on the website will be revised to ensure that key-words are clearly identified for search engines.	<b>All to review site; Wayne to report on material proposed for deletion.</b>
13. Next meeting	<u>Agreed</u> the next meeting of the Group will be on 31 August 2012.	
	<b>Meeting concluded at 12:10</b>	
<b>ACTIONS</b>	<b>All to review site. 12</b> <b>Craig to arrange with communications staff in NZTA for input on this (August). 3</b> <b>Craig to report on developments of learnscape modules. 6</b> <b>Nicci to draft note on waterfront devices case study and circulate. 5</b>  <b>Wayne to draft and circulate blurb for RR260. 4</b> <b>Wayne to draft blurb and upload PDF document. 5</b> <b>Wayne to raise with RGG as a Forum topic and liaise with NIWA. 7</b> <b>Wayne to draft blurb and changes to flowchart and circulate. 8</b> <b>Wayne to edit into parts, draft blurb and circulate. 9</b> <b>Wayne to report on material proposed for deletion. 12</b>	