

RCA FORUM RESEARCH AND GUIDELINES STEERING GROUP

Draft Minutes: Thursday 26 November 2015 – Wellington Museum – 2.00 pm to 4.25 pm

Present:	Murray Hasler Fergus Tate Jamie Cox Stephen Griffin Michael Harrison Michael Voss Wayne Newman	Gore District Council, NZTA (Highway Network Operations National Office) Wairoa District Council (LVR-Funding HV Impacts WG) Buller District Council (NZTA Level Crossings Group) Dunedin City Council (Shared Footpaths WG) Waitaki District Council (Shared Footpaths WG) (Active Modes Infrastructure WG)	Convenor Secretary
Apologies:	Fiona Vessey Jim Paterson Warren Furner Glenn Bunting Kaye Clark	Matamata-Piako District Council Western Bay of Plenty District Council (Exec. Group) Ruapehu District Council (Exec. Group) NZTA (Network Optimisation National Office) NZTA (Waikato Regional Office) (Exec. Group)	

ITEM	DISCUSSION	ACTION
1. Notes of meeting of 4.06.15	Noted: Actions arising from meeting on 6 August and agreed: 140313-10 Close - action will transfer to Shared Footpaths Group tasks 150604-8 Close - process for posting Ratification Group reports now in place 150806-1 Close - completed 150806-2 Close - completed 150806-3 Close - Waitaki DC provides a suitable rural SI viewpoint for LVR WG 150806-4 Close - Julie Muir on agenda to present to Forum 150806-5 Close - action completed and report to be taken under 3(f) 150806-6 Close - completed 150806-7 Close	1. JC to raise report from Forum as standing item for iPWEA meetings at next IPWEA board meeting.

	<p>150806-8 Open - JC will propose standing agenda item to IPWEA board next week 150806-9 Close - completed 150806-10 Close - completed</p> <p><u>Agreed:</u> Minutes of 6 August are true and accurate record.</p>	
<p>2. Working group activities (a) Active Modes Infrastructure Group (b) Special Interest Group – Low Volume Roads</p>	<p><u>Received:</u> The Working Group reports.</p> <p><u>Noted:</u> (a) The Active Modes Infrastructure Group presented to Trafinz Conference as well as to last Forum. The group is theoretically a broad-issue reference group, but its focus has become exclusively on cycling. The ToR need to be reviewed to ensure that the group’s activities continue to meet its ToR. The wider costs to the sector of having multiple working, steering or reference groups on almost identical issues composed of almost identical memberships needs to be addressed in discussions at Executive level between different sector bodies.</p> <p>(b) The special interest group looking at funding unplanned consumption of local roads has formed five workstreams to progress the project, and has engaged with the NZFOA as a key stakeholder. A similar engagement will be required for other land uses. The land use and business case templates work streams have progressed their tasks. The pavement consumption work stream is a more technical task. The potential benefit from having a mid-South Island rural representative on the group was evident from Michael Voss explaining that Waitaki DC has a wholly different causer of unplanned pavement consumption: irrigation works. The group will need to look at making interim results available to members in response to the high level of interest.</p>	<p>2. WN to review AMIG ToR.</p>
<p>3. Research and Guidelines Steering Group (a) Shared Footpaths (b) Road-rail interface (c) NZUAG (d) Glyphosate resistance (e) Safe System Roads for Local Government</p>	<p><u>Noted:</u> (a) Draft ToR for a Shared Footpaths Working Group have been circulated. There is widespread interest in this topic and organisations that have expressed a willingness to be involved include SASTA, Blind Foundation, Police, CCS Disability Action, Trafinz and Living Streets Aotearoa, although neither NZTA nor MoT has responded. Bridget Burdett of TDG has offered to share her research on mobility scooter use. Trafinz has invited a presentation on the issue and Forum working group at the Trafinz Workshop on older person’s mobility on 9 December 2015.</p> <p>(b) The NZTA Level Crossings working group meets annually and has a narrow focus on ALCAM and level crossing safety. A broader reference group is needed to</p>	<p>3. MV and MHar to review draft ToR. 4. WN to prepare preliminary draft ToR for Rail-Road Interface Group for SG to review.</p>

<p>(f) Exemption of animal wastes from load in Land Transport Act</p> <p>(g) Website and Register of network standards and guidelines</p>	<p>address the increasing number of issues related to the road-rail interface. These will include adequate foreknowledge of works to allow members to plan for them and a mechanism for planning works that recognises the tripartite investment partnership that will apply.</p> <p>(c) Brett North is the nominated Forum representative on the NZUAG board.</p> <p>(d) The glyphosate resistance research project steering group met on 18 August for the last time. Best practice advice on herbicide management arising from this project has been added to the website.</p> <p>(e) Aaron Campion gave a report to the last Forum on the Austroads Safe System Roads for Local Government project and his paper prepared for the Australasian College of Road Safety and presented to the International Road Safety Conference in October was circulated to members in September.</p> <p>(f) A paper addressing the issue of stock effluent being spilled on roads from trucks being exempt from prosecution as improperly contained loads has been circulated to regional councils for comment. Comments indicate that regional councils do not have effective powers of control under existing legislation and would be broadly supportive of a law change.</p> <p>(g) The website has been updated and a “What’s New” page has been added. There is a significant investment in maintaining the site and keeping a news page fresh.</p>	<p>5. WN to check the paper on Safe System Roads for Local Government was put on website.</p> <p>6. WN to circulate paper on possible repeal of animal wastes exemption from definition of load to interested parties, including tourism sector.</p> <p>7. WN to ensure the “What’s New” page remains up to date.</p>
<p>4. Sector challenges for 2016 Research Programme</p>	<p><u>Noted:</u> The broad range of Sector Challenges identified in response to the call from NZTA this year. Several of these sector challenges are better suited to a sector response than to inclusion in the NZTA Research Programme, including whether peer bands can recognise regional differences in geology, topography and metrology, and whether roading investment should reflect the growth strategy for primary industry more than just current demographic distribution. Two challenges not included on the list were drones over roads and coastal retreat strategies in the face of sea-level rise. Sector challenges do not arise only in August in time for the annual call for topics for research and need to be identified throughout the year.</p>	

5. Strategy: Role and ToR of Research and Guidelines Steering Group	<u>Noted:</u> The Research and Guidelines Steering Group and the RCA Forum cannot claim to be principal sources of information for members. There is a need to work with other groups to avoid duplication, but provide leadership on sector issues as needed. The proposal to create standing topic reference groups on broader issues and seek to get members to involve younger staff in these could reduce duplication and support greater collaboration across the sector.	8. WN to review level of duplication on sector groups.
6. Report to Forum	<u>Noted:</u> The Forum agenda includes reports from the Research and Guidelines Steering Group, LVR-Funding HCV Impacts working group and Active Modes Infrastructure Group, as well as reports from NZUAG and RIMS Group.	
7. Other business	<u>Noted:</u> The CILT NZ Leaders for the Future course is one of many such courses that are available from numerous providers.	
8. Next meeting	<u>Agreed:</u> The next Forum is on 13 May 2016 and leaving a meeting to 12 May would be too long a delay, so the next meeting should be about two weeks before the Executive is due to meet on 23 March 2016.	9. WN to circulate possible dates for next meeting for agreement.
Actions summary	<p>151126-1 J. Cox to raise report from Forum as standing item for iPWEA meetings at next IPWEA board meeting.</p> <p>151126-2 WN to review AMIG ToR.</p> <p>151126-3 M. Voss and M. Harrison to review draft ToR.</p> <p>151126-4 WN to prepare preliminary draft ToR for Rail-Road Interface Group and pass to S. Griffin to review.</p> <p>151126-5 WN to check the paper on Safe System Roads for Local Government was put on website.</p> <p>151126-6 WN to circulate paper on possible repeal of animal wastes exemption from definition of load to interested parties, including tourism sector.</p> <p>151126-7 WN to ensure the “What’s New” page remains up to date.</p> <p>151126-8 WN to review level of duplication on sector groups.</p> <p>151126-9 WN to circulate possible dates for next meeting for agreement.</p>	