



Meeting of the Road Controlling Authorities Forum Executive

1.30 – 5.00 pm 16th March 2011

at

NZTA National Office, Chews Lane – Board Room

2.18

Members

Ross Paterson – Co Chair

Ernst Zollner – Co Chair

Jim Paterson – Convenor Finance

Kaye Clark – Convenor, Performance Monitoring

Peter Bailey – Convenor, Research and Guidelines

Dave Jane

Geoff Swainson

In Attendance

Angela Tempest

Mayor – WBOPDC

NZTA

WBOPDC

NZTA

PCC

Department of Conservation

Local Government New Zealand

INGENIUM

AGENDA

1. Welcome and apologies
2. Executive Meeting 22 October 2010
 - a. Minutes (**Page 2**)
 - b. Matters Arising
 - c. Open Actions from previous meetings (**Page 11**)
3. Review of 3 December 2010 Forum
 - a. Notes from 3 December 2010 Forum (**Page 12**)
 - b. Review of Attendance to 3 December 2010 Forum (**Page 18**)
 - c. Summary of Questionnaire distributed after December Forum (**Page 21**)
4. Jim Paterson – Finance Report
 - a. Profit and Loss Year to Date 31 January 2011 (**to be tabled at meeting**)
 - b. INGENIUM / RCAF Draft Service Level Agreement 2011/12 (**Page 24**)
 - c. Draft Request for Funding of Administrative Services from NZTA (**Page 31**)
5. Peter Bailey – Research and Guidelines Report
 - a. Working Group Reports at 31 January 2011 (**to be tabled at meeting**)
6. Kaye Clark – Thoughts on the future
7. Angela Tempest – Administration Report (**to be tabled at meeting**)
8. Agenda items for 29 April 2011 RCA Forum
 - a. Theme and topics
 - b. Venue and programme
9. General Business
 - a. September Forum Date Change (Suggested Dates - 16th or 23rd September)

Next meeting dates:

21 July 2011
16 November 2011