

Notes from Workshop held 26 July 2010 Chews Lane Board Room 3.30 – 5.00pm 26 March 2010

The document '**Review of the Future Role and Relationships of the Road Controlling Authorities Forum (NZ) Inc. Progressing and Implementing the Strategic Review**' was distributed prior to the workshop.

Peter summarised the work to date:

- Review carried out
- Traction of working groups not happening
- Resources for working groups an issue
- Discussions taking place with RIMS Group – Memorandum of Understanding being produced
- Potential to better use INGENIUM Branch Meetings and NZTA Regional Meetings

He outlined his thoughts on the future of the Exec and its work with other 'expert' groups.

What does this mean for research?

- More Cost Effective
- More efficient in terms of time – no duplication of effort
- Clearer structure re developers/researchers
- Partnership approach

There is a need to identify who does research and where they do it, eg NZTA, Universities, Local Authorities, RIMS and Roothing NZ.

- Need to connect to research that has already been/is being done.
- Members should be identifying the needs
 - Panel of Experts
 - Practice Groups
 - RCAF to undertake a Gap Analysis
- NZTA Research Strategy – could be both a source of projects and a source of funding
- NLTP - could be both a source of projects and a source of funding

Potential Structure of Exec

- Two Executive Members driving the liaison with other entities such as RIMS and Roothing NZ
- Support Person for managing relationships
- Groups such as RIMS to report to Peter on the research that they were undertaking on behalf of RCAF
- Forum would still be a place for Peter to give a synopsis of what is going on with the working groups and in the industry.
- Convenor RCA Forum to be co-opted until next AGM – Ernst/Kay to recommend an NZTA person.
- Potential for Regional Councils to have Associate Membership.

Discussion took place on diagram on page 10 of the document. Peter outlined

how he thought it could work.

- Challenges around Transport Advisory Group
- Potentially Portfolios
- RCA Strategy Group could be used for planning and transportation – to look strategically to where things are heading. Regional Land Transport, etc. High Level Asset Planning – consideration of future challenges
- RCA Forum is struggling to be a research organisation, is more of a communications group.

How to move forward with Working Groups.

- Need to keep the working group members engaged.
- Maybe set them up as a panel of experts, rather than disband
- Work groups will be disbanded once outcomes are delivered
- Work groups need to be managed to deliver outcomes or funding ceased.
- Stormwater group – there is a case to wrap this group up now.
- Could produce a questionnaire re areas of speciality for members to be completed at the Forum/on the Website (members should be able to engage with Forum whether they chose to attend the forum or not).

Some key questions that need to be asked about each Working group is:

- What is being worked on
- Where is the work group at in terms of delivery
- What is the future of the work group?

Actions:

1. Need to identify specialist areas
2. Produce plan to create groups
3. Invite participation
4. Include experts if required (paid if necessary)

Examples of some key groups could be:

- Street Lights
- Procurement
- Iwi Consultation
- Maori Roads

No decisions were made in relation to actions around this workshop. It was agreed that there was a potential need for a telephone conference before the next Exec Meeting to discuss the workshop notes.