

Terms of Reference 2021: Road Rail Working Group

Purpose

The purpose of these Terms of Reference is to specify objectives, roles and responsibilities of a working group established to identify, prioritise and seek to address a range of road-rail issues that currently impact local government.

Title

The group will be known as the Road-Rail Working Group (“Working Group”)

Objective

The objectives of the Working Group are to:

- Clarify and communicate the allocation of responsibilities between rail access providers and road controlling authorities for maintenance and upgrading at public road level crossings to enable forward planning and funding requirements for the National Land Transport Programme and Local Authority Long Term Plan processes.
- Develop collaborative partnerships between RCA’s, Waka Kotahi, KiwiRail and Tracksafe to improve safety at the intersections of roads and railways across Aotearoa.
- Develop new guidance for sharing best practice and promoting appropriate regulatory responses where needed.
- Provide awareness with both RCAs and KiwiRail of innovations being undertaken to enhance safety and operation at the road rail interface.

Background

The RCA Forum has been actively coordinating and facilitating responses to problems since 1999. There has been work completed for example in adapting the ALCAM model and establishing a new section of the Traffic Control Devices Manual, Part 9 Level Crossings. The last meeting of the group was held on Friday 3 March 2017 which considered a draft terms of reference and re-establishing the group work. Represented on the group were local government technical experts, Civil Contractors NZ Inc., KiwiRail levels crossing project engineer, LGNZ and an executive officer of the RCA Forum research and guidelines steering group.

Since that time the RCA Forum Executive have recognised that the new GPS 2021 now has a strong focus on rail. This includes the implementation of the New Zealand rail plan to enable a reliable and resilient rail network that supports freight movements in a mode-neutral system¹. This new focus

¹ Government Policy Statement on land transport, MOT 2020, pg 21.

brings the need for greater collaboration between local and central government where rail intersects with the local roading network. Other issues require attention that include but are not limited to considering the safety recommendations and required actions from the rail inquiry RO-2017-105², licensing agreements to enable access for cycleway, development of passenger rail and its implications to the network. There were a range of issues identified for consideration at the last meeting that need to be re-examined for currency. These include:

- deeds of grant and service agreements for level crossing maintenance including transparency of maintenance service charges;
- forward planning of level crossing upgrades, improvements, and potential closures;
- protocols for sharing planning information on maintenance and renewals, and agreement on priorities for upgrades;
- providing clarity of the legislative requirements pertaining to the road rail interface and to identify any gaps, omissions, and conflicts between them
- temporary traffic management practices at level crossings including TMPs and requirements of affected parties;
- agreed risk assessment criteria for level crossings;
- review of TCD Manual Part 9;
- outcome of Coroner's review of ALCAM and alignment of ALCAM and road criteria for sight lines and distances;
- maintenance funding issues / challenges; and
- management and maintenance responsibilities of "mothballed" railway lines.

The RCA Executive has agreed to re-establish a Road-Rail Working Group and has put aside in its 2021/22 some resource to support completion of an agreed set of deliverables.

First meeting deliverables

- Working Group members confirmed.
- Terms of reference finalised.
- Priority issues identified and confirmed,
- Budget agreed and briefing for external contractor completed.
- Working Group work plan developed.
- Meeting 2 date agreed including reporting and commissioning of work.

National Representation

The Working Group will include representatives from LGNZ, road controlling authorities representing metro, provincial and rural communities, Waka Kotahi, KiwiRail and Tracksafe. From time to time, the Working Group may need to have NZ Police representation to discuss any enforcement / safety issues that arise.

Meetings

Meetings of RCA Forum Working Group will be scheduled 2 weeks prior to RCA Forum Executive meetings to enable reporting. Working Group members will normally be asked to meet incidental costs of membership. All meetings will be held over zoom.

² Draft report Rail inquiry RO 20 17 105 Collision between freight Train 353 and heavy motor vehicle Lambert Road level crossing, near Kawerau, p.g 30

Term

It is expected that the Working Group will require a term of three years to address the issues to be considered.

Convener

It is expected that the Working Group would nominate and agree a convener. The convener would be responsible for the management of the group and oversight of its budget and expenditure. A second member of the group would need to be confirmed as the authorities for approving expenditure against the group's budget.

Administration

Preparation of meeting agenda and minutes, reports and budgets will be supported by the current RCA Forum executive. This is usually a charge to the budget of the working group, and this is the expected services model for this working group.

Reporting

The current structure of the RCA Forum has all working groups reporting routinely to the RCA Executive. The Road-Rail Working Group will report to the RCA Executive at its regular monthly meetings only when there is something substantive to report or where there is a budget clarification required. A work plan will be presented to the committee for sign off against budget.

Projected Budget

A budget for the working group has been forecast and funding for the working group has been included in the current budget figures.

2021 – 2022 \$40,000