

NZTA: 2020 - IAG MEETING MINUTES

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| Meeting Name: | NZTA Industry Advisory Group Meeting | | |
| Date of Meeting: | 12 th August 2020 | Time: | 9am-3pm |
| Meeting Facilitator: | Pete Connors (NZTA) | Location: | WSP Boardroom, Level 9, Majestic Centre, Wellington |
| Meeting Objective: | The key objective of the Industry Advisory Group (IAG) is to optimise and improve sustainable system management within New Zealand. | | |

Attendees:

| Name | Organisation | Email Address |
|------------------------------------------|-------------------|-----------------------------------------|
| Jonathon Doggett | Downer | Jonathon.doggett@downer.co.nz |
| Chris Edsall | Downer | chris.edsall@downer.co.nz |
| Bevan Sandison | FH | Bevan.Sandison@fultonhogan.com |
| Adam Humphries | FH | Adam.humphries@fultonhogan.com |
| Gary Porteous | WSP Opus | Gary.Porteous@wsp-opus.co.nz |
| Sean O'Neill – dialling in | Higgins | S.ONeill@higgins.co.nz |
| Nicky Smith- dialling in | HEB | Nicky.Smith@HEB.co.nz |
| Lee Hautler | HEB | Lee.Hautler@heb.co.nz |
| Peter Silcock | Civil Contractors | peter@civilcontractors.co.nz |
| Stacy Goldsworthy – dialling in | Civil Contractors | stacy@civilcontractors.co.nz |
| Robert Tutty | Beca | Robert.tutty@beca.com |
| Wendy Edwards | Broadspectrum | Wendy.Edwards@broadspectrum.com |
| Stuart McLeod | Southroads | Stuart.mcleod@southroads.co.nz |
| Simon Bird | GHD | Simon.Bird@ghd.com |
| Jack Hansby | NZTA | Jack.hansby@nzta.govt.nz |
| Margarita Gonzalez-Borrero – dialling in | NZTA | Margarita.Gonzalez-Borrero@nzta.govt.nz |
| Steve Rusbatch -dialling in | NZTA | Steve.Rusbatch@nzta.govt.nz |
| Peter Connors (chair) | NZTA | Peter.connors@nzta.govt.nz |
| Wayne Oldfield | NZTA | Wayne.oldfield@nzta.govt.nz |
| Mike Manion | NZTA | Mike.manion@nzta.govt.nz |
| Rob Campbell – dialling in | NZTA | rob.campbell@nzta.govt.nz |
| Rachael Davidson | NZTA | Rachael.davidson@nzta.govt.nz |

MEETING AGENDA

| Topic | Lead / Time |
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| Item 1 - Welcome & Safety Moment | 9.00 – 9.10am Pete Connors |
| Item 2 – NZTA Updates 2.1 Agency’s Business/Direction 2.2 OAG report 2.3 Pre seal repairs Clarification #35 | 9.10am – 10am Pete Connors Jack Hansby |
| Item 3 – Permitted Activity Consenting Standards | 10.00-10:30am Rodney Albertyn, Jenni Fitzgerald and Jessica Andrew |
| Item 4 - Industry Matters: NLTP/Annual Plan 4.1 Updated summary of NLTP funding for 2020/21 (Requested by Gary) 4.2 Next Annual Plan development process for 2021/24/Managing NLTP as a 3-year block (Requested by Gary P/Adam H) NOCs 4.3 Wellington Network Procurement progress update (Requested by Gary) 4.4 COPPTM Update progress (Requested by Gary) 4.5 Bitumen Emulsions update from Supplier | 10.30am – 12:30pm Rob Campbell Rob Campbell Steve R/Mike M Mike Manion or Neil G Industry |
| LUNCH | 12.30 – 1pm |
| Item 5 – Technical Advice Team 5.1 Post Construction Assessment outputs -Paper to be presented 5.2 Catalogue Designs update 5.3 Agency conducted TTM audit 5.4 Pre seal repairs | 1:00pm-1:30pm Jack Hansby |
| Item 6 – Line Marking 6.1 Line marking – clarity on ATP High performance specs and programme development – Paper attached to agenda email. Objectives for raising it are: <ul style="list-style-type: none"> - Get momentum within Waka Kotahi to support improvement and change, particularly on the items relating to standards/ specifications - Start the industry discussion around NOC interpretations and mechanisms for better delivery IAG discussion can focus on items 5, 9, 10 and 12. | 1.30 – 1:45pm Adam H/Mike M |
| Item 7 – Safe Network Programme 7.1 Programme and treatment type update | 1:45pm-2:15pm Tim Crow |
| Item 8 - KRA v5 adoption 8.1 Update (requested by Adam H) | 2:15pm-2:30pm Margarita/Jack |
| Item 9 – NOC document changes | 2.30 – 2:45pm |

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| 9.1 NOC doc changes since Taranaki Tender, moving into West Waikato Tender | Steve R/Mike M |
| Item 10 General Business 10.1 Face to Face Frequency | 2:45pm-2:50pm |
| Item 11 Review previous actions | 2:50pm-3:00pm |

Date of next meeting: November 11, 2020
Location: NZTA Majestic Large Boardroom, Wellington

Future Meeting dates for 2021:

AUGUST 2020 MEETING MINUTES

1. Safety moments

Safety Moment – Reflection on the importance of contact tracing. Example in Auckland where they are unable to determine the source.

Making sure the COVID-19 QR code is being used.

Language has changed since last Level 2/3 about mask protocols. This is was updated on the MOH website on 06/08/20.

ILM M Covid-19 Update Key Messages

- NERT Team has been reinitiated today given announcement from PM
- As of 12noon 12/08/2020 Auckland region will go into Alert Level 3 and the rest of New Zealand will be in Alert Level 2 until midnight Friday 14/08/2020
- More meetings have been set up with industry to ensure we are keeping connected
- Important to abide by Government MoH requirements for relevant Alert levels. Refer to Covid Alert page which provides principles around this.
- *Limited inter-regional travel- Police setting up cordons around Auckland Region. Will restrict travel. Freight can continue. Suggesting we abide by this for now*
- It is important to keep clear, consistent messaging aligned internally and externally, ensuring all comms are the aligned.
- BAU- Business is to carry on. Important to refamiliarize yourself with the CHASNZ documents and ensure guidelines are being followed by the teams. CHASNZ guidelines and each Workstream's Recovery Plans that were developed will apply. Important to stay aligned and provide confirmation you have applied CHASNZ requirements under Alert Level 3 and confirm this will be operated from 12pm today post PM announcement.
- Consider locally, don't start new construction works unless critical and as agreed with your local Project or Contract Manager
- Level 2 social distancing is still required
- *Link in with local project/contract manager and formalise/document so it is clear on what assumptions will be made.*
- *Important to get industry wide messaging out to construction industry. CHASNZ/industry to get together to seek definition or Essential Services if there is a move to Alert Level 4. Important to capture any changes in use of masks (can find information on website)*
- BAU- Important to provide confirmation/ notice back to confirm all protocol/principles are being applied and team is operating under CHASNZ depending on Alert level, ensuring consistency of messaging. Suppliers to confirm back to Waka Kotahi that their Health & Safety CHASNZ/Recovery Plans have been initiated to match the relevant Alert Level.
- People travelling across the Auckland Boundary- If they have an essential service letter they can travel as long as they are following CHASNZ protocol, (*letter was previously sent out to principle company to be countersigned to hand out to subs identified as essential services*)

- The transport settings by Alert Level have been updated on the MoT website here: <https://www.transport.govt.nz/about/covid-19/transport-and-travel-by-alert-level/>

Item 2 – NZTA Updates

2.1 Agency's Business/Direction

Agency is going through a revitalisation. Feedback on the consultation closes 12/08/20. Hope to have model set up by September with the structure below it sorted by December. The business is getting regionalised over three disciplines which is System Management & Operations, System Design and Infrastructure Delivery into possibly 4-5 geographic locations. The changes proposed currently are SM level above. Maintenance and Operations are proposed to join up.

2.2 OAG report

Recommendations

New Zealand Transport Agency: Maintaining state highways through Network Outcomes Contracts.

1. monitor and report on the outcomes and benefits achieved from the Network Outcomes Contracts to help it ensure that the contracts are effectively and efficiently supporting the Agency in achieving safe, resilient, and reliable state highways;
2. identify, mitigate, monitor, and report on the strategic risks from maintaining the state highway network to reduce the likelihood of those risks affecting the safety, reliability, and resilience of state highways;
3. review the roles and delegations of the parties involved in the Network Outcomes Contracts to ensure that they are clear and support collaborative processes between the Agency and suppliers; and
4. measure, assess, and report its own performance in supporting the Network Outcomes Contracts, as intended, so it can identify opportunities to improve and be held to account for its own performance.

ACTION #1 Rachael to send out OAG report link with the minutes

ACTION #2 The actions for these recommendations sit with Rob C and the MCGG to Identify work streams, response and leaders for these workstream. The collaboration will be led by Mike M and the KRA's by Margarita.

It has been recognised that training in the NOCs is required. The Asset Management Competency Framework is being worked on.

More is needed to attract and retain workers in the Agency/Industry.

2.3 Pre seal repairs Clarification 35 - Heavy Maintenance and Pre-reseal Repairs at TAS Renewal Sites

Heavy Maintenance at TAS Renewal Sites

Heavy maintenance at TAS renewal sites has not been defined in the NOC document. The payment of these works has been agreed with the Asset Integrators to recognise that weak areas of pavement may need to be strengthened prior to treatment. The definition provided by the AI's to the Network Managers and MCM's is as follows:

Principals Risk Heavy maintenance is maintenance work carried out over and above the extent of pre-reseal repairs to achieve an extension of the expected life of the pavement beyond the life of the next reseal and applied to areas where failure mode analysis is indicating that the performance or strength deficiencies are isolated.

The key issues here are:

- The areas of poor performance are isolated.
- We can demonstrate this through some formal failure mode analysis. For example, the TSD may show discrete areas where the pavement has not yet "failed".

The concept of pre reseal repairs is introduced into the suggested definition only to clarify the expectation that heavy maintenance is not an alternative to carrying out routine maintenance.

Summary

Therefore, the contract requires the contractor to identify and deliver the pre-reseal repairs needed to ensure the design life is achieved. Then post construction, any defects specified under Post Verification Testing require remediation if they become apparent within the specified timescales.

In addition to this, the Agency has agreed to pay for any heavy maintenance work over and above the pre-reseal repairs where pavement performance issues are isolated, and deficiencies have been demonstrated through failure mode analysis where the pavement has not yet failed. This limits the contractor's liability to areas which have already failed as 'pre-reseal repairs' under their Lump Sum.

It is also worth noting, the Agency may choose to accept designs which have a risk of not meeting the Post Verification Standards, on the basis that it is likely to provide a better value for money solution. For example, areas which have strength deficiencies similar to those described in this document, but the previous treatment has met its expected design life with only minor issues emerging since construction. In these cases, the Agency can agree that the risk is transferred from the Contractor to the Agency. This would be agreed prior to treatment and the risk added to a register (limited to a specific type of defect and a specific location within the treatment length). After applying these principles to various TAS sites through practical application, the NOC teams determined that the repairs related to cracking where block cracking was present determined the necessary pre-reseal repairs, and where minor or isolated failures, or no failures were present over weak areas of pavement required either strengthening work or risk transfer to meet the required contract standards.

Application

It has therefore been agreed that:

- Representatives from both the Agency and the Supplier will walk over each site at either the 50% design review stage or earlier (so long as the treatment type is known, and the site investigation is complete)
- Agree on any pre-reseals which are still needed
- Agree any Principals Risk areas which require strengthening
- Agree any risk transfer
- Document the agreed works/transferred risk for delivery and the PCAR process

It was noted that those undertaking the site walkover need to have the appropriate delegations to agree the work/risk transfer and that there could be some site-specific exceptions where failing/weak areas of pavement are accepted as either strengthening work or risk transfer.

It is the NOC CGG's role to identify and work through clarifications. If there is any financial implication or is it something that Industry would have concerns around, it is brought to the IAG. In future, any clarification that needs Industry feedback will be discussed collaboratively with Industry. Via email if an IAG meeting is too far out.

Item 3 – Permitted Activity Consenting Standards

IAG members and their staff can find more information on our website here: <https://www.nzta.govt.nz/resources/covid-19-recovery-permitted-activity-guidance>

Rodney can be contacted on Rodney.albertyn@nzta.govt.nz. If you have any planners that would like an update, Rodney is able to work through this with them.

The intent of the COVID-19 Recovery (Fast-Track Consenting) Act 2020 (Act) is to support New Zealand's recovery from the economic and social impacts of COVID-19 and ongoing investment across New Zealand, while promoting the sustainable management of natural and physical resources.

Provided that various criteria are met, the Act enables certain Waka Kotahi and KiwiRail projects relating to the operation, replacement, maintenance and minor upgrade of existing infrastructure to be considered a permitted activity, thereby avoiding the requirement for resource consent.

Waka Kotahi and KiwiRail have prepared the following guidance for staff and contractors to assist with implementation of these provisions.

We want to create some really good data on use of this form. Rodney wants to know when you or your guys are considering using this form. If you do use this form it is absolutely essential that you have that authorised by one of the inhouse consents and approvals team.

Item 4 - Industry Matters:

NLTP/Annual Plan

4.1 Updated summary of NLTP funding for 2020/21/Next Annual Plan development process for 2021/24/Managing NLTP as a 3-year block

Waka Kotahi has only received 3 programmes, it's important that all the other regions are submitted asap so we can record all the changes that have been made, both in terms of the treatments types and where the money will be spent in terms of work category. This will enable us to confirm funding for all regions and confirm sites to be included in 21-24

Margarita has added new columns in the Allocation and moderation feedback form. Sum of Funding request 2020/21, Sum of approved allocation 20.21 and Regional redistribution. A key thing we are trying to capture is the risk score and residual risk.

Risk is hard to measure. What we want to do is make sure that we are consistent. We have Z44 to guide us on this. We want to look at Safety (fatalities)/Dollar amounts and also the reputational risks. Work is needed with the teams around these risks and how they are documented. Looking at working with NM team through Richard T to get a refresher on training.

Structures - Some of the work on the bridges is resilience work. There is some opportunity to fund that through LCLR in the resilience space. NZTA had allocated around \$3 million for small projects.

There have been a few announcements recently around debt funding. It is important to note that that debt funding takes us to the level as expected, no further. No extra money. What is getting funded is the NLTP programme and the bottom line has not changed.

National comms with key messages will be sent out in the coming weeks.

21-24

Dave Darwin is leading this with a paper for the minister with what he will get in terms of bang for buck. The role of SM is to make sure the data is robust. All the information will be summed up and captured in August. Jacqui Hori-Holt is leading managing NLPT as a 3-year block. Working with OP3 about tweaks to SMO18.

NOCs

4.3 Wellington Network Procurement progress update

Workshops have been had internally. All the consultation and feedback are being compiled by Resolve group which should take a couple of weeks. It will then go through an internal review process.

Current intent. Go to Board September and hear back October. Looking at tender process starting next year.

4.4 COPPTM Update progress

New auditing tool nationwide. Asking for endorsement/collaboration in the introduction of the tool nationwide. NETE stands for **Network End to End** and is a staged data collection process that allows each stage of Temporary Traffic Management (TTM) to be measured and reported on.

The three tools being developed and made available for use are -

- Site Safety Review Tool – a quick 13 question/answer tool that will gauge the service delivery performance at a critical level with Key Performance Indicators, that all NZTA (TTM trained or not) staff can complete at any roadworks site.
- TMP Approver Tool – this is to assist the TMP approver to consistently measure and report to the TTM designer the findings of TMP reviews across all networks. It allows for data collection for each aspect of the TMP form and key Traffic Management Diagram (TMD) design features. It will allow reporting on those approvers and designers
- TTM SCR Audit Tool – this assist with full onsite TTM Site Condition Rating Audits to ensure consistent data collection that will directly feed information into a national database which will output metrics via a system such as Power BI

Refer to all the documents sent with the minutes.

There will be a license to use this tool.

Neil is happy show the app in another meeting should this be needed.

Any feedback on the question in the forms, the tool in terms of it being fit for purpose can be feedback to Neil Greaves.

4.5 Bitumen Emulsions update from Supplier

Industry waiting on Waka Kotahi to respond and provide guidance.

ACTION #3 Jack to bridge the gap and find out who picked this up after John Donbavand leaving. Jack to speak with Janice Brass and find out which technical specialist has picked this up and can feedback to Industry. Go back to the authors of the report to respond to the Board

ACTION #4 Jack to speak with Greg Lazzaro.

CCNZ received a letter from Wayne Oldfield about Bitumen escalation. Will have a meeting next week to agree to some points then.

Item 5 – Technical Advice Team

5.1 Post Construction Assessment report

Jack had hoped to have a paper here for the group, but that paper had to be submitted to SM first and that meeting is after the IAG meeting today.

Heads up that there are performance measures within the contract (Roughness, rutting, P17, SKID resistance) that have a financial element to it depending on how the works are performed.

To date that has been a requirement for each of the contracts to deliver this report.

NZTA haven't heard much of the outputs to these reports, so what NZTA have done is that we have automated the process. Juno is now set up and Jack's team will provide a guidance document how to manage this process.

Engagement with Industry will be discussed with SM. John McDonald and Peter McDonald will be available.

Industry need to fill out the tracker.

5.2 Catalogue Designs update

This has been held back to work through Design ESA issue. The intent around the catalogue is still appropriate particularly in the current financial situation that we are in and that is to question the type of treatment that is being proposed is appropriate given the funding constraints.

5.3 Agency conducted TTM audit

This was raised at the NOC CGG group. There was a bit of uncertainty.

It's an OPM rating value 1 and results in no change.

Summer audits carrying on this season along with a process to feed into suppliers.

ACTION #4 Pete to clarify if there is funding OR not for TTM audits this season.

Item 6 – Line Marking

6.1 Line marking

Overview

Key themes:

- Complex set of standards
- NOC Specification does not support specs in some areas
- Delineation strategy difficult to develop/ implement with 'fuzzy' boundaries
- Unclear if renewals funding matches network need

Possible trajectory

- Boost and SNP investment undone over the next decade
- Regional variance in outcomes

Next Steps

- Industry support for Waka Kotahi to resolve issues dependent on updating / consolidating wider standards and guidelines
- Industry visibility and input to NLTP direction
- IAG involvement to support NOC changes:
 - Clarification #26
 - Annual Plan instructions
 - Specification tweaks

ACTION #5 Mike will get a team together to look at problems associated with pavement marking within the contracts and how we develop decent strategies going forward.

Item 7 – Safe Network Programme update

ACTION #6 Tim to look at smarter ways to get ATP renewals back on where they were before.

Refer to Tim's presentation attached with the minutes.

Wire rope assets and maintenance is another gap like ATP. There is work to do in this space in updating maintenance spec doc standards, replacement to the right spec and the lifecycle plan for assets.

In future Tim will include NOC as well as NOC suppliers in the maintenance and design phase.

Item 8 - KRA v5 adoption

All need to move to the new framework or stay. Can't resource the two frameworks concurrently.

Industry have said moving isn't the problem, it is getting penalised while learning that they are worried about.
ACTION #7 Jack to draft up the formal offer for Waka Kotahi and will send out to Industry shortly.

Item 9 – NOC document changes

9.1 NOC doc changes since Taranaki Tender, moving into West Waikato Tender

West Waikato:

COVID – will stay agile on potential tender period impacts.

Tender Period – intent to commence mid-September – preparations ongoing - tender close pre-Xmas – evaluate and award early 2021

Conflict of Interest – Cara Lauder and Mike Manion recently joined Waka from Higgins – registered tenderers will be written to regarding this – approaches developed with Probitry Auditor:

- Cara (has real conflicts to manage) – and as Systems Manager has some key endorsing of strategy/outcomes during preparation/evaluation – these roles moved to Rob Campbell – Cara will only have awareness of the whole process,
- Mike (has perceived conflict to manage – not real) – in National NOC role has key advice role on technical strategy/outcomes during preparation/evaluation including estimating – Mike will advise TET on technical matters only – not evaluate or score the tender.

Attributes – apologies this was not well described in the meeting pre-read sheet provided:

- Track Record – still two contracts plus referee but will also consider wider performance across all KRAs,
- Relevant Skills – similar roles to past but score each individual role (not teams) – and will add resourcing (org chart) scoring in this section so can be read as one.,
- Methodology – will now include MMP with MMP focus on the 'How' because we know industry has approved MMPs and understand the 'Why' and 'What',
- Methodology - Broader Outcomes will be included with focus on tenderers demonstrating what they can deliver (rather than us stipulating minimum requirements),
- Methodology – Data and Journey Mgmt. also important,

Price Weight – remains 50/50 as provides fair relevance between quality and value for money – transparency on bids
verse pricing has been good in Marlborough and Taranaki.

Item 10 General Business

PMB sealing binders

Starting position should be all chip seals are single coat seals with a straight run bitumen. Then Industry need to demonstrate what the benefits of adding additives to that side are or changing from a single coat seal. Polymer was only ever designed for certain circumstances. This should be done site by site.

ACTIONS (from August 2020 meeting):

ACTIONS:

| | <i>Action</i> | <i>Owner</i> | <i>Action raised</i> | <i>Due Date</i> | <i>Status</i> |
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| 1 | 2.2 OAG report Rachael to send out OAG report link with the minutes | Rachael | August 2020 | August 2020 | |
| 2 | 2.2 OAG report The actions for these recommendations sit with Rob C and the MCGG to Identify work streams, response and leaders for these workstream. The collaboration will be led by Mike M and the KRA's by Margarita. | Rob/Mike/Margarita | August 2020 | November 2020 | |
| 3 | 4.5 Bitumen and Emulsions Jack to bridge the gap and find out who picked this up after John Donbavand leaving. Jack to speak with Janice Brass and find out which technical specialist has picked this up and can feedback to Industry. Go back to the authors of the report to respond to the Board | Jack | August 2020 | November 2020 | |
| 4 | 4.5 Bitumen and Emulsions Jack to speak with Greg Lazzaro. | Jack | August 2020 | November 2020 | |
| 5 | 6.1 Line marking Mike will get a team together to look at problems associated with pavement marking within the contracts and how we develop decent strategies going forward. | Mike | August 2020 | November 2020 | |
| 6 | 7 Safe Network Programme Tim to look at smarter ways to get ATP renewals back on where they were before. | Tim | August 2020 | November 2020 | |
| 7 | 8 KRA V5 adoption Jack to draft up the formal offer for Waka Kotahi and will send out to Industry early next week. | Jack | August 2020 | November 2020 | |
| | PREVIOUS ACTION POINTS STILL ONGOING: | | | | |
| 1 | 3.6 Management of Fatigue during and after callout -Mike Manion | Mike M | May 2020 | 11 Nov 2020 | |

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| | Health and Safety focus group to come up with some recommendations. Mike to talk to Karen Kiriona about this. | | | | |
| 2 | <p>Annual Plan</p> <p>5.5 Feedback & discussion – how the process went this year, ideas for improvements next year</p> <p>Rob to take this back to the System Managers with an expectation to share that knowledge of this moderation with each of their suppliers and what they have learnt. We have trialled a new Annual Plan process in certain areas. We need to have a bit of analysis around this also.</p> | Rob C | May 2020 | 11 Nov 2020 | |
| 3 | <p>Performance Team</p> <p>5.6 Waka Kotahi provide an update on new draft OPM reporting Requirements</p> <p>Barry and Martin in touch base with each other. Gary P to talk to Martin.</p> | Barry O'Shea/Gary/Liane | May 2020 | 11 Nov 2020 | |
| 4 | <p>1. Safety – Line marking</p> <p>Mike M to share learnings from East Waikato</p> | Mike M/Sean O'Neil | Mar 2020 | 11 Nov 2020 | |
| 5 | <p>4.3 Litter</p> <p>Feedback to Jack in 3 sections a) Approach, b) How easy to identify hot spots and c) Price by Friday 20th March 2020.</p> | Jack | Mar 2020 | 11 Nov 2020 | |
| 6 | <p>3.2 NOC doc update – Version 3</p> <p>Each supplier to provide high level feedback to Rachael. Then agency will get together in a workshop to prioritise and identify common themes. Jack and Pete to lead this. Once the agency has had a workshop then we will have a workshop with IAG.</p> | Jack/Pete | Mar 2020 | 11 Nov 2020 | |
| 7 | <p>3.3 Safety Projects</p> <p>Rob and Liane to communicate to industry via a paper describing what the Agency is looking for and describing how we will release this money to Industry.</p> | Rob/Liane | Mar 2020 | 11 Nov 2020 | |
| 8 | <p>7. Zero harm to the environment</p> <p>Everyone to email Liane with what key things you are measuring today then Liane to pick up with the sub group.</p> | Margarita | Mar 2020 | 11 Nov 2020 | |
| 9 | <p>Fish Ladder</p> <p>Ian and Megan will sort details and inform industry 5/3/20 Peter to chase Megan and Ian</p> | Ian Cox / Megan Kennedy | Nov 2019 | 11 Nov 2020 | |

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| 10 | <p>Work on what is required with the 1:1 meeting (8.3 1:1 Supplier meetings - would these be superseded by ILM-M? Could there still be opportunity to discuss/provide feedback – e.g. delivery every 6 months? Propose a meeting including one rep from ILM-C and ILM-M both attend 1:1 mtg)</p> <p>November Update: meetings to discuss performance outside this forum to get honest feedback Last ones were in March last year - there is an existing arrangement now Previously it was done at a high level - including tier 3 manager Pete to talk to Bevan Sandison and include Janine Emerson (procurement ILM) May 2020 Leave as an action on Pete. Improvements to the NOC</p> | Pete Connors | July 2019, updated Nov 2019 | 11 Nov 2020 | ongoing |
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