

## MEETING MINUTES

<b>Meeting Name:</b>	NZTA Industry Advisory Group Meeting		
<b>Date of Meeting:</b>	6 December 2018	<b>Time:</b>	9:00am – 3:00pm
<b>Minutes Prepared By:</b>	Marie Nicholson	<b>Location:</b>	St Johns Bar, 5 Cable St, Te Aro, Wellington

### 1. Meeting Objective

The key objective of the Industry Advisory Group (IAG) is to optimise and improve sustainable system management within New Zealand.

### 2. Attendance at Meeting

Name	Organisation	Email
Chris Edsall	Downer	Chris.edsall@downer.co.nz
Bevan Sandison	FH	Bevan.Sandison@fultonhogan.com
Craig Connelly	BRS	Craig.Connelly@broadpectrum.com
Gary Porteous	Opus	Gary.Porteous@opus.co.nz
Mike Manion	Higgins	M.Manion@higgins.co.nz
Nicky Smith - apologies	HEB	Nicky.Smith@HEB.co.nz
Peter Silcock	Civil Contractors	peter@civilcontractors.co.nz
Grant Isaacs	SouthRoads	grant.isaacs@southroads.co.nz
Simon Bird	GHD	Simon.Bird@ghd.com
Richard Parsons	Beca	Richard.parsons@beca.com
Karen Boyt (Chair)	NZTA	Karen.Boyt@nzta.govt.nz
Liane Powell	NZTA	Liane.Powell@nzta.govt.nz
Steve Rusbatch	NZTA	Steve.Rusbatch@nzta.govt.nz
Margarita Gonzalez-Borrero	NZTA	Margarita.gonzalez-borrero@nzta.govt.nz
Barry O'Shea	NZTA	Barry.oshea@nzta.govt.nz
Peter Connors	NZTA	Peter.connors@nzta.govt.nz
Rob Coyle - apologies	NZTA	Robert.Coyle@nzta.govt.nz
Jack Hansby - apologies	NZTA	Jack.Hansby@nzta.govt.nz
Wayne Oldfield - apologies	NZTA	Wayne.Oldfield@nzta.govt.nz

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<b>3. Notes, Decisions, Issues</b>			
<b>Topic</b>			
<b>Welcome</b>			
<i>Safety Moment</i>			
<ul style="list-style-type: none"> <li>• Liane – A visually impaired man and his guide dog struggling to cross a road due to road works. The guide dog was trying to avoid the road works, but as the visual impaired man was unaware of this, he thought the dog was pulling in the wrong direction. This highlighted the need to provide the public with more information and make sure this covers all demographics, including the most vulnerable users of the system.</li> <li>• Richard - Driving to Taupo in heavy rain and slowed to meet the conditions, but other motorists were in such a hurry to reach their destination - as we slowed, other motorists just sped up so they could pass. Very disappointing to see people not taking care and driving to the conditions.</li> </ul>			
<b>Action Items from 13/09/2018:</b>			
<b>Action</b>	<b>Owner</b>	<b>Due Date</b>	
<b>Matters arising from previous minutes</b> <ul style="list-style-type: none"> <li>• Richard Parsons noted he attended the meeting</li> <li>• Question around action for workshop on NOC2018 – KB noted this was today's meeting.</li> </ul>	KB	28/9/18	

## Item 1 – Updates/Industry matters

### 1.1 NOC 2018 Process

- NOC contract is about to go to tender for Marlborough Roads.
- Feedback and engagement with contractors reasonably good.

### 1.2 Update on Marlborough Tender

- Registration of interest will be advertised early 2019
- Tender to commence March 2019
- New contract to commence 1 October 2019 to allow for full tender period and pre-commencement activities. Marlborough Roads have assessed this timing will align to the renewals and other contract work.
- Marlborough Roads team have commenced compiling tender documents with a large amount of work to integrate the old local road specification into the NOC specification together with highways.
- Marlborough Roads have engaged WSP-Opus with Ray Haggland to produce the integrated specification document. This arrangement is subject to a confidentiality agreement with a 'Chinese Wall' in place between this work by Ray and any other NOC work.

#### Questions

- Clarify Incorporating Local Road documents. Are Opus doing this for this one contract or will this follow on to other contracts. Confirmed just Marlborough
  - Is this going to make changes to the spend? – yes, all parties clear on this.
  - Value rising – Risk factor? Worth having a conversation around this.
  - Will council be involved on their roads? – yes, will follow same model as current.
  - Built up a lot of knowledge with reviewing the NOC.
  - Challenge with the top of the south, with all the emergency work. The rates have been higher. Will hopefully settle down once this dies down.
  - Can review the price changes as a team. Workshop: the top ten influencing factors that will increase prices.

## Item 2.1 – Whiteboard notes of key issues

### Topics

1. KRA pre-requisites
2. 7th month data - supplier action
3. Traffic growth
4. Insurance - limitations:
  - i. NZTA legal team are reviewing this.
5. OPM weighting's and duration
  - i. NZTA - Need to look at durations or could cap the duration.
  - ii. Litter - should this be prescribed in the contracts in terms of going once over week or twice per week?
6. OPM threshold
7. Quantity of data reporting
8. Defect notification period (resurfacing) - still to be discussed
9. Key personnel - safety engineer, IFT
10. Affordability of LoS
11. Incentives to drive the behaviours
  - i. Complete a list of the positives with the negatives
12. Objective to make it easier for our people
13. Base preservation , credit transfer, 3 year block
14. Intellectual property - suppliers to re-check
15. Top 10 in terms of changes that will bring about the real value in terms of cost

## Item 2.2 – KRA presentation

### Included:

- Reduce reporting overhead
- Reduce ambiguity
- What is the cost difference
- Need to know the level of service
- Sustainable for our people

### **Item 2.3 – summary of feedback**

(See attached powerpoint presentation of summary of suppliers feedback)

#### **Discussion of feedback and suggested improvements:**

- Motorcycle and cycle route maps need to go on the website.
- Insurance liability - unlimited liability in NZS3917. Potential to limit it in our contract, level of \$20m?
- Preseal repair risk, need to include a joint inspection 18 months ahead of reseal programme to agree reseal repair programme.
- OPM. Potential to review the duration factor to check it is reasonable. Opportunity to cap? Links to impact on KRAs
- OPM threshold potential to improve, particularly upper threshold which impacts on tenure calculation if breached.
- OPM auditors to be qualified and consistent. NMs to be involved in audits and cross pollinate to review other networks.
- Traffic growth deferred until Jack Hansby attends

### **Item 2.4 – NOC 2018 Workshop**

Some good ideas

### Item 3 – Wrap up

#### 3.1 Key Messaging:

- NOC 2018 focus for this IAG.
- Noted valuable workshop to work through issues.
- Affordability of changes was confirmed by NZTA as achievable within current NLTP period, and ability to develop better understanding of costs for bid for next NLTP period.

#### 3.2 AOB

- None

### 4. Action Items (from 06/12/2018)

Action	Owner	Due Date
Ask the walking cycling team if we have maps of the National Cycle walking routes on our website and if not can we publish this.	Karen Boyt	3 Feb 19
Suppliers to document their high level process and explain why the data is not available by the 7 <sup>th</sup> working day	All Suppliers	14 Jan 19

### 5. Next Meeting

<b>Date:</b>	Mon 4 February, 2019	<b>Time:</b>	9:00am	<b>Location:</b>	NZTA, Boardroom, L5 Majestic Centre, Wellington
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