

Waka Kotahi: 2023 - IAG MEETING MINUTES

Meeting Name:	Waka Kotahi Industry Advisory Group Meeting		
Date of Meeting:	7 November 2023	Time:	9:00am-4:00pm
Meeting Chair:	Pete Connors (Waka Kotahi)	Location:	Waka Kotahi Room BOW G.05 Hine-Raukatauri 44 Bowen Street, Wellington 6140
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	
Mark Stewart	Downer	Mark.Stewart@downer.co.nz in person	
Kieron Ingram	FH	kieron.ingram@fultonhogan.com (ALTERNATE) apologies	
Adam Humphries	FH	Adam.humphries@fultonhogan.com in person	
Gary Porteous	WSP	gary.porteous@wsp.com apologies	
Michael Darnell	WSP	mike.darnell@wsp.com (ALTERNATE) in person	
Andre Langeveld	Higgins	A.Langeveld@higgins.co.nz on line	
Tracy Ten Hove	Higgins	t.tenhove@higgins.co.nz (ALTERNATE) in person	
Chris Kerr	HEB	chris.kerr@heb.co.nz absent	
Rob Sharp	HEB	rob.sharp@heb.co.nz apologies	
Carol Ma	HEB	Carol.Ma@heb.co.nz (ALTERNATE) in person	
Michelle Farrell	Civil Contractors	michelle@civilcontractors.co.nz in person	
Cara Lauder	Ventia	cara.lauder@ventia.com in person	
Robert Tutty	Beca	Robert.Tutty@beca.com in person	
Mike Tapper	Beca	michael.tapper@beca.com apologies	
Stuart MacLeod	Southroads	stuart.macleod@southroads.co.nz in person	
Dean Elder	Southroads	dean.elder@southroads.co.nz absent	
David Larsen	GHD	David.larsen@ghd.com (ALTERNATE) absent	
Simon Bird	GHD	Simon.Bird@ghd.com on line	
Craig Pitchford	Aecom	Craig.pitchford@aecom.com absent	
Jack Hansby	Waka Kotahi	Jack.hansby@nzta.govt.nz apologies	
Rochelle Leach	Waka Kotahi	Rochelle.leach@nzta.govt.nz apologies	
Phil Wall	Waka Kotahi	Phil.Wall@nzta.govt.nz (ALTERNATE) in person	
Peter Connors (chair)	Waka Kotahi	Peter.connors@nzta.govt.nz in person	
Wayne Oldfield	Waka Kotahi	Wayne.oldfield@nzta.govt.nz apologies	
Ross I'Anson on line	Waka Kotahi	Ross.ianson@nzta.govt.nz on line	
Mike Manion	Waka Kotahi	Mike.manion@nzta.govt.nz in person	
Peter McDonald	Waka Kotahi	Peter.McDonald@nzta.govt.nz in person	

- COVID put brakes on getting iPAVE vehicle from Australia.
 - Re-established in 2022
- North Island done now.
 - March through June
 - Data in RAMM
- South Island to be done next summer.
- Future requirements for pavement data
 - Bow wave of pavements at end of life
 - Capture surface data as well as pavement
 - Issues getting truck over from Australia.
 - Looking at something we can base in NZ.
 - Want to do whole country annually.
 - Justify in business case.
 - Define more accurately where issues are.
 - RFI about to go out.
 - iPAVE
 - Other alternatives out there as well
 - RFI – SCRIM HSD
 - Test market
 - CCSV – cracking rutting/roughness information
 - Looking to have survey vehicle available for high volume local roads.
- PC – 24/27 programme large
 - Machine will contribute to this.
- PW – seeing lot of views around surface results.
 - Data driven decision making.
- Query – SCRIM prog
 - PW – One SCRIM vehicle being replaced.
 - Shipped over from UK.
 - Other truck will be double crewed while waiting.
 - May put pressure on programme.
 - Effort to capture areas same time each year.
 - Ability to respond to storm events improved with 2 vehicles.
 - Challenging post Gabrielle
- Query – programme to be published?
 - PW -Yes

2.4 Lonrix network condition/ roughness analysis.

- How is this information being used? What is the funding avenue for work to improve shape and general subsidence related roughness?
- PMc – Within JUNO condition module use sliders etc.
 - Maps out sliders for roughness/rutting/maintenance.
 - National or regional perspective where best/worst percentage is.
 - Drags data straight out of RAMM.
 - Gives good customer perspective on what network looks like
 - Can compare to forward works programme but don't always match.
 - Compatibility issues
 - Needs validation.
- MM – justification to improve?
 - PMc – reality just fixing what's broken at the moment.
 - May be rough but if not broken won't fix.
 - AH – funding rules need to be changed or will exacerbate issues in future.
- Query – keen to know where is in JUNO haven't seen.
 - MM - will dig out during break.
- PC – will check if we can share.
 - Will get link out if can.
- Query – NPV?
 - PC – don't think will fix.
 - AH – NPV blunt tool does not take any customer consideration.
 - No funding process for using road roughness as a benefit in the NPV regime

Peter
McDonald

2.5 WK Site Engagement Tool

- MM – engagement tool in use almost a year

Site engagement tool presentation attached with list of questions included.

- Query– can we download App?
 - MM – not sure will check.
- PC – TTM space doing independent audits.
 - Trying to get better alignment with that as well.
 - To gauge trends & talk to different suppliers about where they are.

2.6 TREC progress and update

Mike Manion

Who is TREC?

- Owner Participants Waka Kotahi, KiwiRail
- Non-Owner Participants Downer, Fulton Hogan and Higgins
- Professional Services Suballiance is being formed, preferred suppliers are WSP, Aurecon and Tonkin and Taylor.

Note: NOC contracts for Tairawhiti and Hawkes bay regions were transferred into TREC from October 2023.

Scott Elworth

Cyclone Response

Phase 1: Emergency response

- Largely complete and undertaken by NOC contractors after Cyclone Gabrielle

Phase 2: Recovery

- Focused on reinstating damaged areas to two lanes and keeping them temporarily resilient to weather while longer-term fixes are developed

Phase 3: Rebuild

- Work programme currently being developed for permanent rebuild works. Will include planning, optioneering, consultation, consenting, detailed design and construction

Top Rebuild Priorities

Project
SH2 Waikare Gorge Realignment
SH5 Taupō to Napier – Highest Resilience Risk Sites
SH2 Ōpōtiki to Napier - Highest Resilience Risk Sites
SH2 Waioeka Gorge Rebuild
SH35 Mangahauini Gorge Rebuild
SH2 Devil's Elbow Realignment
SH5 / SH2 Esk Valley Resilience

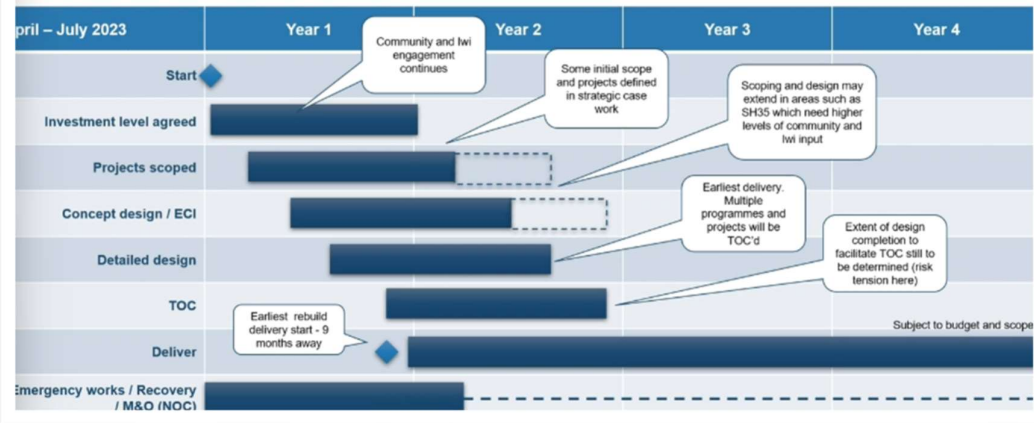
Recovery Works

- There are over 1,200 faults along the TREC network.
- The TREC team need to process design and consenting throughout the range of sites
- These works do not mean they are permanent fixes. Some will be repairs to enable two lanes again while a process for rebuild (permanent design and process) is undertaken
- TREC is targeting 60 Recovery (and 222 M&O Renewal sites) live by Christmas 2023
- It is anticipated that recovery works will continue into the winter of 2024

Known v Unknown

Known	Unknown
\$397m Recovery funding	Rebuild funding
Estimated \$6.5b worth of damage	Value of repairs that will be funded
TREC set-up for \$3-3.5b	\$1.47b applied for rebuild tranche (March 2024), not yet approved.
Staff numbers - 1000 people on ground, 350 project management	
At peak aiming for \$50m per month total expenditure	Pace of rebuild
Estimated 5-7 year programme	

Rebuild timelines



Procurement approach

- Need to complement and not inadvertently compete with for a limited talent pool
- It's a balancing act to support local, but at the same time not overwhelm the market
- State highway v council programmes – working together. Deepen understanding and get pipeline of work
- Use East Coast contractors and suppliers where possible (and not detrimental to other work programmes), with specialists brought in as required
- Waka Kotahi and KiwiRail outline a 30% local business requirement with a target of 55%
- Want to provide economic opportunities to Māori and support Māori business, Pou Ārahi critical role

Enhancing capability

- TREC wants to enhance capability in the region long term by supporting a healthy market with improved supply chain and asset owner ability
- Encourage local small and medium enterprises to be part of TREC and support them to meet the work requirements
- Best practice approach to design and construction, coupled with local insight and experience
- Learn from individual strengths, share insights and knowledge

Recruitment approach

- Recruitment is underway with an understanding that the local market is already stretched
- TREC does not want to take away local staff from existing programmes
- Want to partner with key stakeholders such as Te Pūni Kōkiri, MSD, Ohu Ahumahi (Workforce Development Council) to support them in the training of field staff – broader outcomes.
- Local subcontractors are key in the delivery of works for TREC and many will wish to grow their teams
- No desire to pay more or poach
- At its peak, starting from Summer 24/25, TREC expects to have 1000 people on the ground in the East Coast working on construction (these people will come from our physical works panel)

<ul style="list-style-type: none"> ○ MM – TREC taken over 2 NOCs. <ul style="list-style-type: none"> ▪ Performance reporting same or different world? <ul style="list-style-type: none"> • SE – same performance reporting ▪ PMc – still going to report haven't decided if same as exist NOCs. <ul style="list-style-type: none"> • Won't be measured on OPMs as such. <ul style="list-style-type: none"> ○ Will suspend OPM reporting for period. ○ Query – how far away? <ul style="list-style-type: none"> ▪ PMc - Soon as can sit down with Dave Adams & agree. <ul style="list-style-type: none"> • MM – detail to be discussed with PMc & DA <ul style="list-style-type: none"> • SE – post March able to give more direction 	
<p>Item 3 – Industry Matters</p> <p>3.1 CCNZ subgrade committee</p> <ul style="list-style-type: none"> • subsoil drainage and subgrade • MF – had quite a bit of interest in forming a committee. <ul style="list-style-type: none"> ○ Particularly around subsoil/subgrade ○ Number of topics will be discussed. ○ Danny Wyatt keen to lead. <ul style="list-style-type: none"> ▪ Other members from around country ○ Aim to get better alignment. <p>3.2 QA expectations for lump sum maintenance activities</p> <ul style="list-style-type: none"> • AH – conversation with Mike Manion alignment across NOCs around what expectations are with LS activities. <ul style="list-style-type: none"> ○ What level of evidence/data needed <ul style="list-style-type: none"> ▪ eg no evidence of before & after pothole captured in RAMM questioned by WK. ○ MM – not QA? <ul style="list-style-type: none"> ▪ More about materials used etc. <ul style="list-style-type: none"> • QA should be in your best interest. ○ PMc – take photo got evidence of location etc. <ul style="list-style-type: none"> ▪ Prove has been done. <ul style="list-style-type: none"> • Useful but absolutely required? ○ MM – LS way of paying for same specified work. <ul style="list-style-type: none"> ▪ Sensible line to take. ○ PMc – emergency works type things. <ul style="list-style-type: none"> ▪ Also expect permanent fix <ul style="list-style-type: none"> • Multiple call backs for same thing ○ MM – moving forward need to clarify expectations. ○ AH – water cutting another example of requirements. <ul style="list-style-type: none"> ▪ Sand circles <ul style="list-style-type: none"> • Maintenance specification refers to T26 ie sand circles. <ul style="list-style-type: none"> ○ Shouldn't be expecting sand circles for water cutting. ○ MM – TTM provided at time of water cutting. <ul style="list-style-type: none"> ▪ Dangerous to not do work properly. <ul style="list-style-type: none"> • AH – sand circles by exception? ○ PMc – why are we water cutting in first place? <ul style="list-style-type: none"> ▪ Texture SCRIM problem <ul style="list-style-type: none"> • Kill road rather than fix. ○ MM – need to get what we are paying for. ○ PC – decisions being made at local level without WK being part of conversation. • MM – why are you not pricing to allow you to do the right thing? <ul style="list-style-type: none"> ○ PC – weather events extraordinary <ul style="list-style-type: none"> ▪ Suppliers did have a case for doing differently. ○ MM – what do we need to do to move ourselves past not doing the right thing. <ul style="list-style-type: none"> ▪ PC – frustration with not doing the right thing. <ul style="list-style-type: none"> • SMc – result of underinvestment over a number of years ○ MF – interesting no specification for potholes ○ AH – lot of contracts moving towards M&V <ul style="list-style-type: none"> ▪ Risk deviations in how this gets managed. <ul style="list-style-type: none"> • What's WK expectations on process & how teams work together 	<p>Michelle Farrell</p> <p>Adam Humphries</p>

- Suggest Industry group get together to agree principle to feed into IDM.
- MM – need to rationalise out.
 - AH – LA contract spectrum around expectations.
- CMa – will feed into IDM.
 - Impacting contract extensions already

Action #1 – PC to give direction as to how we manage M&V component.

- MM – like industry involvement
- SMC – comes down to people involved in contract.
 - Lot of inconsistency around what is required.

3.3 Current state of networks nationally

- What is being done to lift this?
- PC – 24/27 programme SHAMP
 - Developed based on network needs.
 - Substantial increase in renewals space
 - May struggle to deliver if budget accepted.
 - Ageing pavements continuing to age.
 - Awareness SH activity management plan has recognised.
 - Some networks worse than others
 - Too much activity on network/impact on users
 - MM - work coming up “SPRINT” to get efficiencies etc.
 - WK working together with Industry.
 - Step up in capability needed.
 - Where is that capability going to come from?
 - On ground supervision ability fading
 - PC – developing programme going forward will be a joint effort.
 - MS – Road closures and other opportunities to increase productivity.

MM/Pete
Connors

3.4 Roadworker Safety – hostile interactions

- How big is the issue.
- Raising awareness
- Media campaigns

Tracy Ten
Hove &
Anthony
Fewster

Higgins – Road worker safety hostile interactions presentation attached.

- TTH - Happens a lot where there are areas with road closures.
 - AH – agree, seeing similar figures with FH.
 - Intentional road closure breaches
 - Evading police
 - Training de-escalation
 - Trialling body cameras going on.
 - MM – manage risk.
 - Dealing with public can be a risk.
 - Different solutions each can take ownership of
 - TTH – ‘A Day in the life of’
 - Capture what’s actually going on.

WK – Harmful Interactions presentation attached.

- AF – U-tube campaign
 - Partnership with Fonterra
 - Trying to do something in this area.
 - Avoid ivory tower stuff.
 - Get understanding from road worker perspective.
 - Bow tie analysis
 - What is the planning like?
 - STMS
 - Do they know why they are there?
 - PC – people lose access exacerbates intolerance.
 - Public figures criticising what we do.
 - Gives licence for everyone to do.

- Feel police should be first port of call.
 - AF – have seen places where police involved.
 - Emergency services also getting abuse.
 - MS – BAU, regularly get abuse.
 - Found predominantly in the North Island
 - AF – Road policing in general doesn't get attention it should.
 - Other issues going on.
 - PC – possibility of working with police?
 - AF – started those conversations.
 - Be clear on what WK can do.
 - CMa – De-escalation training
 - Group doing this?
 - AF – de-escalation training in place for regulators
 - Where we first had data
 - Recently started to tweak up for relevance to road workers.
 - Keen to understand what WK can provide.
- MM – what do you need us to go & do?
 - CMA- thought industry group working with WK?
 - AF – were, has faded away.
- SMC – Camera on site tried.
 - Sign saying site being monitored.
- AF – safety groups coming to life.
 - ILM-M looking at what we are going to do (23 Nov)

Action #2 - Pete McDonald think about escalation process.

- MM – can we provide more clarity as to what information we want provided.

3.5 Journey manager role

- Case study Rotorua BB gun incident
- MF – how do we improve communication risk-based approach?
 - TTH – advertise route closed.
 - What about effects elsewhere
 - PC – it's going to get worse.
 - Lots of mental unwellness out there
 - Will also be doing more work.
 - AF – can we plan work in a different way/time/barriers etc.
 - MM – also reflective in other sectors
 - Less harmonious society eg hospitals experiencing abuse too.
 - SMC – target audience
 - TV ads

Michelle Farrell

Item 2 – Waka Kotahi updates continued

2.7 Quality Assurance for renewals

- RI - RQPs should be in
 - Getting dribs & drabs
 - Varying quality/detail
 - Key thing is, is it going to help to improve quality.
 - Message is to get them in asap.
 - MM – why slow?
 - SMC – resource conflict East Coast design stuff
 - Always been a problem.
 - MM- how can we facilitate this?
 - AH – design has to be locked in first.
 - Particularly difficult with constrained budgets
 - MM – so improve designs earlier?
 - AH – WK person wants more information etc takes time.
 - RI – some reports are getting pretty big eg 55 pages long.
 - Cut down to quality information only would help.
 - AH – bureaucratic process stripped away might help.
 - NPVs/Trackers for example
 - NPV has to be streamlined.

Ross I'Anson

- More than what a justification needs.
 - MM – has that been looked at to refine?
 - PMc – don't necessarily agree with AH.
 - Ideal world suppliers & WK working together.
 - No surprises
 - Agree right thing to do.
 - RT – previously had discussions with Nick Cook
 - Don't fiddle the result.
 - Have a conversation.
 - MM – start planning for 24/25 now.
 - Is there anything WK can do now to get focus on this.
 - SMc – RQP standard document
 - Shouldn't be too many surprises.
 - Specifics so that crew know what to do on site.
 - RI – getting a lot of information that's not relevant.
 - They are getting in but need a push.
 - Specification is in contract.
 - MM – so RI team to give guidance for next year?
- Action #3 - Ross I & Stuart Mc to work on RQP guidance.**
- RI – KRA prerequisite
 - Quality not in there

2.8 Monthly Reporting to 7th Working Day

- PC – Convert current NOCs to 7th day reporting.
 - Month delay on achievements
 - Will issue a notice on that.
 - Understand may be a cost associated & will consider.
 - Not in a good position with achievements & money spent.
 - 21st is when the data checked & that won't change.
 - Want data in that matches money spent.
 - Probably apply to February reporting
 - AH – talked extensively last meeting.
 - Resource issue
 - Several RAMM data experts some do 7th some do 20th.
 - PC – WK want it.
 - PC will put notice to performance team.
 - Idea is to get achievements in
 - AH – reports being done for Regional Managers also?
 - Scope creep?
 - PC – this will fix it.
 - CL – this was a stop gap measure.

Action #4 - PC & Cara to put notice together.

- RT – number of projects where have to meet reporting requirements.
 - SMc – what don't you want in order to allow us to do this?
- RT – last meeting interested in getting bottom line right.
 - PMc – in tracker you are expected to update to correct number.
- PC – opportunity in new model to get systematic improvements to how we do business.
 - Can't just keep on talking.
- PMc – tracker update accountability sits with NMs.
- CMa – all for making the change with how we get data.
 - Hard to get help.
- PC – data has been signalled as an issue.
 - Good think about setting up process that works needed.
 - Need appropriate people with appropriate skills.
- PMc – Using RAMM contractor to its full capacity would help.

2.9 Network Condition KPI

IAG update – Pavement condition KPI presentation attached.

- Query – what do you need from us right now?

Pete
Connors

Penny
Marriott

- PM – Encourage teams to provide RAMM contractor fault extract.
 - Not comparing one region with another
 - Comparing with itself
 - Well worth establishing a complete baseline.
 - Full Network inspection
- PM – data set representative of all faults
 - Can treat as point in time baseline.
- AH – Timing for submission?
 - PM – take time you need to provide but shouldn't take 3 months.
- AH – KRA framework in general paused?
- PM – Will formalise a decision in January.
 - Reluctant to change much.
- AH – 2 CMR interactions to get right.
 - Changes in tracker late?
- PM – 15 December is deadline.
 - Unable to offer flexibility.

2.4 IDM model progress and update

- timeline and transition contracts
- RC – taken a wee while to get set up.
 - Now clear what we need to do as an Agency.
 - Need to do stuff internally.
 - Where are we heading for in terms of outcomes that what we want?
 - What does that mean?
 - What does that mean with how we interact with Industry?
 - Don't have capacity over next few months.
 - Will need assistance as we make transition.
 - Unable to support & resource ourselves at the moment.
 - Building capability & capacity
 - Be conscious & scale appropriately.
 - What will be in IDM basically what we have now?
 - Looking at SIP programme
 - What can slot into IDM?
 - New Government may put programme up or down.
 - Further opportunities such as LCLR
 - Need to develop confidence both sides.
 - Build capacity under IDM & slot into place.
 - Believe NOC boundaries about right.
 - Could be some change but not much (BoP) combining West with East
 - Form of contract going forward
 - Biggest thing will be how we do it not what's in it.
 - Still missing LS/M&V favouring a risk-based approach.
 - Transitions & pilots
 - Move away from trials go with pilots.
 - Largely lower South Island
 - Risk not everyone in that area
 - Pilot collection of features in South Island
 - Pressure on North Island NOCs with massive programme going forward.
 - Some features within IDM that may be beneficial.
 - Don't want to see pilots heading off in different directions North Island & South
 - Will cover more depth in ILM -M meeting.
 - Pilots will be 2-3 years.
 - Good opportunity to test.
 - Leeway into procurement programme
 - Extensions outside of pilots will be managed by PAT.
 - No value in doing pilots now (middle of season)
 - Wait for off season.
 - Teams have time over winter to establish themselves.
 - Simplifying rather than complicating
 - Change in culture.

Rob
Campbell

<ul style="list-style-type: none"> ○ Query – what’s happening in terms of extensions? ○ Query – confirming detail of pilots & negotiations before Xmas? <ul style="list-style-type: none"> ▪ RC – confirm detail before Xmas negotiations later. ○ MM – next seasons work should be starting now. <ul style="list-style-type: none"> ▪ Be mindful of a lot of work going on prepping over winter. ○ RC – physical works is not going to change. <ul style="list-style-type: none"> ▪ No easy time <ul style="list-style-type: none"> • Door always open <ul style="list-style-type: none"> ○ Flick RC an email if something worrying 	
<p>Item 4 - General Business</p> <p>4.1 ILM Focus group progress</p> <ul style="list-style-type: none"> • PC – make more focussed. <ul style="list-style-type: none"> ○ Will call on basically as needed. ○ Currently 24-27 Sprint work <ul style="list-style-type: none"> ▪ WK working with Industry. ○ IDM Review working group. <ul style="list-style-type: none"> ▪ Various parts of business moving forward ○ ILM-M & Infrastructure delivery can join in some areas. <ul style="list-style-type: none"> ▪ Will call on Industry to work with as needed. ○ While in IDM phase will be using focus groups 	PC
<p>Item 5 - Review previous actions</p> <p>As marked up</p>	PC
<p>Item 6 - AOB</p> <p>6.1 Meeting dates 2024</p> <ul style="list-style-type: none"> • Tuesday 20th February 2024 • Tuesday 14th May 2024 • Tuesday 20th August 2024 • Tuesday 12th November 2024 	PC

Date of next meeting: Tuesday 20th February
Location: Wellington

Future Meeting dates for 2024:
Tuesday 14th May
Tuesday 20th August
Tuesday 12th November

ACTIONS (from November 2023):

	Action	Owner	Action raised	Due Date	Status
1	Industry Matters QA expectations for lump sum maintenance activities <ul style="list-style-type: none"> For contracts moving towards M&V there is a risk with deviation as to how that gets managed Action #1 - PC to give direction as to how we manage M&V component	Pete Connors	November 2023	February 2024	Open
2	Industry Matters Roadworker Safety – hostile interactions Action #2 - Pete McDonald consider what the escalation process would be	Peter McDonald	November 2023	February 2024	Open
3	Waka Kotahi Quality Assurance for renewals Action #3 - Ross I & Stuart Mc to work on RQP guidance	Ross I'Anson Stuart MacLeod	November 2023	February 2024	Open
4	Waka Kotahi Monthly Reporting to 7 th Working Day Action #4 - PC & Cara to put notice together	Pete Connors Cara Lauder	November 2023	February 2024	Open
PREVIOUS ACTION POINTS STILL ONGOING:					
1	Waka Kotahi NPV enhancements for 24-27 NLTP bid. ACTION# 1 – Jack to send out a note clarifying what is required for the year. <ul style="list-style-type: none"> PMc to take on action 	Jack PMc	August 2023	November 2023 February 2024	Open
2	Waka Kotahi TREC progress and update ACTION#2 – Mike to speak with Dave Adams regarding resourcing needs and identifying any gaps.	Mike	August 2023	November 2023	Closed
3	Industry Matters Pocket 10 issues ACTION#3 – A letter to Think project on behalf of Waka Kotahi is required. Mike to explore this. <ul style="list-style-type: none"> Follow up letter sent. Issue dying down? Let us know if need to do more 	Mike	August 2023	November 2023 February 2024	Open
4	Industry Matters Approval and processing of variations (VSFs) in RAMM ACTION#4 Tracy to update the content above to reflect a collective view from Industry and then distribute back to the group.	Tracy	August 2023	November 2023	Open

	<ul style="list-style-type: none"> - Brief proposal write-up was provided to the group in Aug. - Phil Wall raised at NAIGG meeting. Confirmed it's possible to do from RAMM side (via UDT). Next step involves getting permission for the process change (e.g. Waka Kotahi Standards team) - Find out who owner of process is & advise TTH 	Phil Wall		February 2024	
5	Industry Matters AMDS ACTION#5 Get the PM for the ADMS migration along to the next meeting. Noting Max from BAS is no longer working for Waka Kotahi. Mike Manion to find out who the PM is for the project and get them along to the November meeting. <ul style="list-style-type: none"> - Invitation to AMDS Network Model Showcase sent 6/11/23 	Mike	August 2023	November 2023	Closed
6	Industry Matters Over dimension activity permits ACTION#6 Any feedback/examples on Over dimension issues to be provided to Mike Manion by COB 25 August 2023 so that a letter can be written to OPIA to improve the situation.	Mike	August 2023	November 2023 February 2024	Open
7	Industry Matters FWP site lengths and productivity impacts ACTION#7 Jack H to remind his team for alignment in planning/delivery/funding piece. CMT need to programme collaboratively. Peter McDonald can provide this reminder to the Network Managers team.	Jack	August 2023	November 2023	Closed
8	Waka Kotahi ACTION#8 Adam to pull that data to show the increase in heavy pavement maintenance in RAMM and share that with Jack.	Adam	August 2023	November 2023 February 2024	Open
1	Waka Kotahi Action 1# Peter Connors to send a recognition email/letter to Stacy G on his contribution to the IAG.	Peter Connors	May 2023	November 2023	Closed
2	Waka Kotahi Action 3# Peter to share a graph showing the road worker/user accidents over time.	Peter Connors	May 2023	November 2023 February 2024	Ongoing Still to do
3	Waka Kotahi Action 5# Pete Connors to talk to Hinewai Hausman and Phill Wall about the use of Juno Viewer for achievement of renewals.	Peter Connors	May 2023	November 2023	Closed
4	Industry Action 6# Each supplier is to review the condition rating methods highlighted in each of the LAMPs (Lifecycle Asset Management Plans) and advise on if there was impact of doing the assessment. Please provide feedback directly to Mark.O'Connor@nzta.govt.nz	Industry	May 2023	End of August 2023	Closed

8	Industry / Waka Kotahi Action 10# Adam and Rochelle to discuss the publishing of Innovation KRA's to Waka Kotahi website.	Adam Humphries / Rochelle Leach	May 2023	November 2023	Closed
9	Waka Kotahi Action 1# Waste Minimisation act Mike to organise the below information for Virginia. <ul style="list-style-type: none"> - A list of sites – Consented first (Actively using, managing as great than 6 months, define the type of site) - Names of MCM who verifiers in each area will be. - A person who will load the data. Compliance needed. We only have class 5 landfills. Need to continue to provide returns. NOCs going well are. <ul style="list-style-type: none"> - West Coast - Manawatu - Central Otago 	Mike	August 2022	November 2023	Closed
11	Industry Action #4 Clarification notice that came out in Nov 2021 – Texture calculation for three coat seals, the wording and intent in the notice. Stacy to send the concerns to IAG once completed. Update Nov 2022 – A letter has been sent to Waka Kotahi around P17 and PCDAR texture measurements. Jack to chat with Grant Bosman about the surfacing technical group that he co-chairs with Stacy. That would be a good group to discuss the feedback with. Recommendations; <ul style="list-style-type: none"> • Waka Kotahi forms an industry working group to review the requirements of P/17 to allow for other measures of site performance assessment. • Waka Kotahi, consultants and contractors provide data to agree a correlation between the PCDAR data and the P/17 prescribed sand circle methodology. • Waka Kotahi prioritises an update of P/17 • Discuss and agree a suitable transfer of risk model for combination and 3 coat seals • Agree how the data for Combination seals and 3 coat seals is to be entered into RAMM or what modifications are required to achieve accurate data entry. Update August 2023 – P17 is going to undergo a review this year. Grant is waiting for the funding allocations. Action – Jack to come back to the group and provide an update on P17 going forward.	Waka Kotahi	August 2022	May 2023 February 2024	Ongoing
16	Waka Kotahi ACTION #1 – Jack to seek more clarity with Dave Darwin and Steve Higgs on Bitumen Emulsion and forecasting the extra funding within Waka Kotahi in the next NLTP (National Land Transport Programme). In the WK (Waka Kotahi) Board meeting minutes it advised that by 2027 that WK were looking at rolling out Emulsions across all contracts. Yes, this has been allowed for. But what that means is still unclear.	Jack	March 2022	November 2023	Open - Progressing

	<p>Implementation</p> <p>The move from cut-back bitumen to bitumen emulsion will be supported through the phases indicated below:</p> <ul style="list-style-type: none"> • For all existing contracts Waka Kotahi will continue to support the use of bitumen emulsions • For all new contracts issued prior to 30 June 2024 Waka Kotahi will assess the opportunity to mandate bitumen emulsion on a case by case basis. • For all new contracts issued after 1 July 2024 Waka Kotahi will mandate the use of bitumen emulsion for sealing operations. <p>These changes will be applied to all state highway works including maintenance. Waka Kotahi will provide support to local authorities to adopt bitumen emulsions through this process.</p>			February 2024	
17	<p>Waka Kotahi</p> <p>ACTION#1 – Network Condition KPI. Rochelle to get an update from Barry O’Shea and send to Rachael to send out to IAG members.</p> <p>This now sits with the KRA subgroup. Pete to ask Penny to attend next meeting to provide an update.</p>	Mike	May 2022	November 2023	Closed
19	<p>Waka Kotahi</p> <p>ACTION #3 Jack Hansby and Peter Robinson to organise an online seminar on the aggregate performance tool for Industry.</p> <p>Link has been sent out and just need to continue to lift the profile.</p>	Jack	May 2022	November 2023 February 2024	Open – Progressing
20	<p>Waka Kotahi</p> <p>ACTION #1 – Peter Connors to provide a summary report to share with the team on OPMs (Operational Performance Measures) discussed/agreed changes etc. Lessons learned from Gisborne would also be good to share.</p> <p>Update – This is about the changes that went into Gisborne. It was thought that some of these changes could be picked up and implemented into the negotiated extensions. Mike to investigate and share if he can these changes or learnings.</p> <ul style="list-style-type: none"> - One on one discussions with those affected. - Suit individual NWS 	Peter	Nov 2022	November 2023	Closed
21	<p>Waka Kotahi</p> <p>ACTION #2 – Jack to set up a group meeting with Peter Robinson and Industry that are ordering GMA.</p> <p>Peter did try on 4th July. Who would be a good person from the sealing team? Jack to have a chat with Peter and have another crack at this.</p>	Jack	November 2022	November 2023	Closed