

RLTP Checklist

The checklist below outlines the work required to develop a Regional Land Transport Plan and the key milestones and deliverables to achieve the requirements of the LTMA and Waka Kotahi. Level of effort has been estimated and can be determined by the level of resourcing and priorities of the regional council at the time. The colours denote different stages in the development.

Table 1. Meeting Papers

What	When	Description	Level of Effort - Refresh	Level of Effort - Review	Complete
Decision Paper	Approach to RLTP	Has there been a shift that requires a refresh rather than a review	Low	Low	
Decision Paper	Strategic Front End	Agree objectives, targets and priorities (potentially after workshopping).	High	Low	
Decision Paper	Programme and Funding	Agree priorities	Medium	Low	
Decision Paper	Draft RLTP / consultation document	Approve for consultation, including that it contributes to the purpose of the LTMA and the GPS	Low	Low	
Meeting Papers	Hearings	Summary of submissions	Medium	Low	
Meeting Paper	Deliberations	Analysis of submissions and potential response to submitters	High	Medium	
Decision Papers	Approval	Final RLTP Document	Low	Low	

Table 2. RLTP Content

Where is this in the document	Description	Level of Effort	Level of effort review	Completed
Strategic Front End	30 year vision (mentioned in LGA)	High	Low	
Strategic Front End	10 year objectives	High	Low	
Strategic Front End	10 year headline targets	High	Low	
Strategic Front End	10 year policies	High	Low	
Strategic Front End	10 year measures	High	Low	
Strategic Front End	10 year priorities	High	Medium	
Appendices	RTC satisfied it contributes to the purpose of the LTMA	Low	Low	
Appendices	RTC satisfied it is consistent with the GPS on land transport	Low	Low	
Appendices	RTC has taken into account national energy efficiency and conservation strategy	Low	Low	
Appendices	RTC has taken into account relevant NPS and RPS and RMA plans	Low	Low	
Appendices	RTC has considered alternative regional land transport objectives	High	Low	
Appendices	RTC has considered the feasibility and affordability of those alternative objectives	High	Low	
Monitoring Framework	For each activity: performance measures for the activities	Medium	Medium	
Monitoring Framework	A description of how monitoring will be undertaken	Low	Low	
Strategic Front End	Any other relevant matters	Low	Low	
Appendices	An assessment of the relationship of Police activities to the RLTP	Low	Low	
Appendices	A summary of the policy relating to significance	Low	Low	
Appendices	an assessment of how the plan complies with Section 14	Low	Low	

Where is this in the document	Description	Level of Effort	Level of effort review	Completed
Appendices	Using Benefits Realisation Framework	Low	Low	
Appendices	Using One Network Framework	Low	Low	
Programme and Funding	A list of Committed activities - already funded but not yet completed and an explanation if its not on track	Low	Low	
Programme and Funding	First six years - at least these activities - MOR	Medium	Medium	
Programme and Funding	First six years - at least these activities - LCLR	Medium	Medium	
Programme and Funding	First six years - at least these activities - existing PT services and infrastructure (in place the year before and minor changes)	Medium	Medium	
Programme and Funding	First six years - any other activities - Significant improvements, State Highway activities, anything else	Medium	Medium	
Programme and Funding	First six years - Priority order for significant activities	High	High	
Programme and Funding	Activities with inter-regional significance	Low	Low	
Programme and Funding	For each activity: Assessment of objective or policy they contribute to	Medium	Medium	
Programme and Funding	For each activity: estimate of total cost & annual costs	Low	Low	
Programme and Funding	For each activity: duration	Low	Low	
Programme and Funding	For each activity: other funding	Low	Low	
Programme and Funding	10 year financial forecast	Low	Low	
Programme and Funding	Significant funding from other sources in the first 6 years	Low	Low	
Programme and Funding	Take into account likely funding from any source	Low	Low	
Programme and Funding	Info must be in a form and contain the detail considered suitable by the RTC and Waka Kotahi	Medium	Medium	
Appendices	A summary of the consultation carried out	Low	Low	