


Waka Kotahi: 2023 - IAG MEETING

Meeting Name:	Waka Kotahi Industry Advisory Group Meeting		
Date of Meeting:	10 May 2023	Time:	9am-3:10pm
Meeting Chair:	Pete Connors (Waka Kotahi)	Location:	Waka Kotahi Chews Lane Boardroom 50 Victoria Street, Wellington Central, Wellington 6141
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	
Jonathon Doggett	Downer	Jonathon.Doggett@downer.co.nz (ALTERNATE) – not attending	
Bevan Sandison	FH	Bevan.Sandison@fultonhogan.com (ALTERNATE) – not attending	
Adam Humphries	FH	Adam.humphries@fultonhogan.com in person	
Gary Porteous	WSP	gary.porteous@wsp.com in person	
Michael Darnell	WSP	mike.darnell@wsp.com in person – not attending	
Sean O’Neill	Higgins	S.ONeill@higgins.co.nz in person	
Tracy Ten Hove	Higgins	t.tenhove@higgins.co.nz (ALT(ALTERNATE) not attending	
Chris Kerr	HEB	chris.kerr@heb.co.nz - not attending	
Rob Sharp	HEB	rob.sharp@heb.co.nz in person	
Michelle Farrell	Civil Contractors	michelle@civilcontractors.co.nz in person	
Robert Tutty	Beca	Robert.tutty@beca.com online	
Vic Hensley	Ventia	vic.hensley@ventia.com - not attending	
Stuart MacLeod	Southroads	stuart.macleod@southroads.co.nz in person	
David Larsen	GHD	David.larsen@ghd.com (ALTERNATE) online – not attending	
Simon Bird	GHD	Simon.Bird@ghd.com in person	
Craig Pitchford	Aecom	Craig.pitchford@aecom.com - not attending	
Gavin O’Connor	Stantec	Gavin.Oconnor@stantec.com (ALTERNATE) – not attending	
Jack Hansby	Waka Kotahi	Jack.hansby@nzta.govt.nz in person	
Rochelle Leach	Waka Kotahi	Rochelle.leach@nzta.govt.nz online	
Peter Connors (chair)	Waka Kotahi	Peter.connors@nzta.govt.nz in person	
Wayne Oldfield	Waka Kotahi	Wayne.oldfield@nzta.govt.nz – not attending	
Ross I’Anson	Waka Kotahi	Ross.ianson@nzta.govt.nz online	
Mike Manion	Waka Kotahi	Mike.manion@nzta.govt.nz in person	
Rachael Davidson	Waka Kotahi	Rachael.davidson@nzta.govt.nz – not attending	

MEETING AGENDA

Topic	Lead / Time
<p>Item 1 - Welcome & Safety Moment</p> <p>Welcome – Michelle Farrell (Stacy G replacement)</p> <ul style="list-style-type: none"> - Michelle joined CCNZ three weeks ago to replace Stacy G. Michelle is a Chartered Civil Engineer and has worked with councils in the Waikato, a lot of her work has been engineered to contract on developments, including roads. - Acknowledgement to Stacy and the great work he has done in this space. <p>Action 1: Peter Connors to send a recognition email/letter to Stacy G on his contribution to the IAG.</p> <p>Health & Safety Moment</p> <ul style="list-style-type: none"> - Whilst driving from Christchurch to Blenheim there was a crew working on the North Canterbury Network. The team was working safely under the guide within the lateral safety zone, the speed was well controlled, and the emulsion stabiliser was working up the cones. The job seemed well thought through and the work able to be safely completed in this new environment. The site was well-managed and the IAG members agreed this is a great observation as we adapt to these changes to TTM (Temporary Traffic Management) sites. <p>Recognition/success</p> <ul style="list-style-type: none"> - Recognition to everyone involved in Cyclone Gabrielle that hit the North Island earlier this year. There has been an overwhelming amount of work, and everyone is doing an excellent job. - Recognised the NRC to Minister Wood  <p>NRC letter to Hon Wood 17 April 2023.</p> <p>Action 2: Rob S to send details through for Waka Kotahi to recognise the response award to Marlborough roads.</p>	<p>9.00 –9.10am Pete Connors</p>
<p>Item 2 – Waka Kotahi Updates</p> <p>2.1 IDC/NOC Review</p> <p>Update on procurement calendar</p> <ul style="list-style-type: none"> • Which NOC’s will be transitioned? Which might be extended? Which might go to tender? <ul style="list-style-type: none"> - Progressing through the design of the new model. Six contracts have been enabled and have been widely published. There will be a trial period before it is finalised, however there is no confirmed completion date at this stage. The procurement plan has been pushed out due to Cyclone Gabrielle. - Waka Kotahi is aware that communications need to be circulated to the contractors around time frames of the IDC/NOC Review. • Enabling contracts – Mike and Pete <ul style="list-style-type: none"> - There is a risk if this drags on that more contracts will be needed. It is a challenging process, and we are trying to limit that and move in the new model; we want a clean slate, and it will take time. <p>2.2 NZGTTM (NZ Guide to Temporary Traffic Management). Update on trials</p> <ul style="list-style-type: none"> - - The NZGTTM guide was released two weeks ago, we need to be aware this is our biggest change on how we do things. - North Canterbury, Marlborough, Manawatu, Bay of Plenty West, and Northland NOC’S will continue to trial from July 2023 to June 2024. The idea is to test the guide, develop the industry practice notes and at the end of the 12-month period 	<p>9:10am – 10:30am Pete Connors (9:10am-9:30am)</p> <p>Pete Connors (9:30am-9:45am)</p>

we plan to deliver the findings and report on efficiencies and other issues that will assist the industry wide adoption of the guide

- By 2025 we hope to retire COPTTM (Code of Practice for Temporary Traffic Management) and everyone operating under the new guide.

Action 3: Peter to share a graph showing the road worker/user accidents over time.

- The intent is to plan work and do less traffic management, be coordinated with utilities. The contractors are no longer responsible for utilities, they need to take their own obligations under PCBU which will lead a better coordination of the work.
- In terms of delivery Higgins have been able to do a site detour, it does cost more in terms of establishment, however the amount of work delivered is an extra benefit.
- Practice Notes are for the Industry and IAG members, these are not owned by Waka Kotahi.
- The guide is to ensure consistency, this is where practice notes need to be the same to reduce the risks.

2.3 KRA changes

Refer to 23-23 Framework – IAG Update PDF



23-24 Framework -
IAG Update copy for

- Requesting that reporting is due by the seventh working day of every month for consistency across the sector. To achieve this, we need everyone to agree with this reporting cycle.
- Contractors involved in the Cyclone have been contacted to try and help take the burden away.
- IAG members discussed the issues around the inventory entry date and data measurement in terms of accuracy

~~Action 4: Gary to share his information on inventory input with Pete and Mike M.-
COMPLETED~~

Action 5: Pete Connors to talk to Hinewai Hausman and Phill Wall about the use of Juno Viewer for achievement of renewals.

2.4 Recovery update

- The aim is to have several workstreams on the way by end of June 2023, such as Northland, Coromandel, and East Coast. A focus and priority will be on how we build the resilience back into these routes and what to do about the alternative routes in place, and to get the networks back to how they use to look. Project Directors have been appointed to each alliance.
- For Northland we are looking at Whangarei to Dome Valley and picking up the alternate routes which are State Highway 14 and State Highway 12 along with a few local routes. For the Brynderwyn's we are looking at a realignment.
- For Coromandel we are looking at State Highway 25 loop around Coromandel and State Highway 25A which will see a new bridge constructed across the slip, and State Highway 2.
- For East Coast, Opotiki to Hastings we are considering State Highway 35 and State Highway 2 from Opotiki to Hastings which will be picked up by the alliance. Also looking at State Highway 5 from Napier to Higgins boundary, and there is discussion around what to do with State Highway 38 with the consideration given to some of the local roads.
- Sulo's team is working on building back, and standard designs we can refer to.
- There is pressure around costs, and estimates are being worked on for the recovery and rebuild.

IDC Update

- We are dealing with key issues around the condition of the network and the incentives of the work being done in the Maintenance areas, we are pushing for the level of renewals done every year.

Penny/Mike (9:45am-10am)

Neil Walker (10am-10:20am)

Ross l'Anson (10:20am-10:30am)

2.5 PCDAR update

- There has been work around country with the local teams, suppliers and Waka Kotahi working on PCDAR. Some NOCs (Network Outcomes Contracts) have completed the work required and some NOCs did not require much input.
- Suppliers no longer can input into their PCDAR. Reporting on historical sites can be accessed however nothing can be updated.

Action 6: Ross to find out how suppliers can get reporting on 21/22 sites as they can no longer import sites in PCDAR.

TEA BREAK (20 mins)

10:40am-11am

Item 3 – Industry Matters

3.1 Renewal Delivery

We have finished the end of the season. It was the biggest programme to date.

Network	Chipseal		Thin AC		Pavement Rehab		SCRIM	
	Lane KM Renewals - Total Delivery	% Delivered vs Baseline	Lane KM Renewals - Total Delivery	% Delivered vs Baseline	Lane KM Renewals - Total Delivery	% Delivered vs Baseline	Lane KM Renewals - Total Delivery	% Delivered vs Baseline
Northland/Auckland	66.68	44%	77.28	59%	1.83	12%	19.08	79%
Waikato & BoP	386.91	71%	29.60	57%	13.92	36%	18.02	93%
Central North Island	254.72	69%	9.45	39%	31.52	62%	9.38	62%
Wellington & top of the South	177.28	88%	15.11	31%	3.49	27%	4.84	56%
Canterbury, West Coast, Otago & Southland	693.34	98%	42.32	94%	26.82	62%	18.29	98%
Total	1,578.93	80%	173.77	58%	77.56	48%	69.61	82%

- The biggest challenge is Thin AC's and Pavement rehabs because they are more complex (design and options), higher risk, the current climate, and a higher cost.
- We are expecting to deliver more reseals as years go on.
- Single coats are being considered more now because we can do a single coat faster and they can do 2 coats.
- There are inconsistencies across the country in terms of Catalogue Designs. It is a tool; it does not mean that it is the right solution. It is a tool that should be used in the development of the forward works programme so you can quickly determine the treatment should be A or B.
- Risk was discussed
- The focus needs to be on construction quality.
- There needs to be better visibility of the forward works plan, the ability for the supplier to undertake design and investigation early and the opportunity to apply more leniency around investigations
- More focus on the drainage is required which in turn could save money on rehabs.

3.2 Overall Network Condition

- We have networks with different needs, and there are staff with various skills.
- We need to agree on a measurement that is consistent across all networks.
- We need to think about what we can do as the quality of work. What is the O we present in NOC's?

Simon (11am-11:20am)

Simon (11:20am-11:40am)

Item 2 – Waka Kotahi Updates continued

2.7 LAMP (Lifecycle Asset Management Plans) findings and next steps

Refer to IAG Presentation and LAMP condition rating methods.



IAG presentation_May.23.



LAMP condition rating methods.docx

Action 6: Each supplier is to review the condition rating methods highlighted in each of the LAMPs (Lifecycle Asset Management Plans) and advise on the expected impact of their contracts changing to that approach. Please provide feedback directly to Mark.O'Connor@nzta.govt.nz by COB (Close of Business) Wednesday 24 May.

Mark O'Connor (11:40am-12:40pm)

LUNCH BREAK (50 mins)

12:40pm-1:30pm

Item 3 – Industry Matters continued

3.3 P/17 Review

- A committee has been organised for an internal steering group; someone has been appointed to lead the review however it has not yet started. The overall scope is in place and work will commence shortly.
- The blackout conference is being organised for the 30th of August 2023.
- Going forward one of the key outcomes will be better quality, and consistency.

Action 7: Michelle and Mike to catch up offline regarding Industry Matters.

3.4 Pocket 10 – ongoing issues (share the letter) RAMM

CCNZ Michelle (1:30pm-1:45pm)

Rob Sharpe/Phil Wall (1:45pm-1:55pm)

- There has been development on the project side of RAMM, now they are looking at the HTML interface and getting rid of the old Citrix interface.
- The long-term game plan is to work on a Fire OS or Android system so you can use it on your phone and do not have to worry about buying extra devices/tablets. The issue is with the new versions like synchronisation, patrols, and the limitation of items on the map.
- These issues are having an indirect impact on the way we operate our networks and our business, the time and cost frustrations are extremely high.
- The suppliers are asking for Waka Kotahi supports and awareness around these issues being faced.
- Think Project have been advised of the issues with these versions.

Action 8: Peter to talk with Rochelle & Phil to discuss the issues and go back to the supplier.

Item 2 – Waka Kotahi updates continued

Refer to PowerPoint presentation



20230509 IAG Meeting (Rochelle) (

2.8 Programme and Standards update

- **Update on SM018 – when will it be released? and what early direction do we have on tasks supplier will need to do to get alignment between our own MMP process outputs and all the 10-year FWP work that Waka Kotahi have been doing**
 - Currently working through a complete refresh of SM018.

Action 9: Rochelle to share “in confidence” draft SM018 with IAG members (on proviso it is not distributed beyond recipient members due to its provisional status).

- The first draft of SHIP is being presented to Board in May, then revisions as required and to be finalised by August (this is published timeline on NLTP updates)
- Waka Kotahi modelling is being prepared by iDMS alongside Waka Kotahi TAIT Team (Jack Hansby) and is likely to be available Jun/Jul.
 - Similarly, to 21-24 NLTP it should be used alongside locally developed modelling to seek alignment in approach. Local knowledge will influence forward work programmes.
 - “There needs to be thought around what your need is for the network and the allocation and that might give you a different perspective on how you the programme works plan and give us an indicator of the condition in the future” – Jack Hansby

OPM reporting – what happens with OPM audit reporting NOCs provide to central teams and how should local negotiated OPM variations be considered?

Maintenance Portfolio

OPM reporting

Continue normal audits on existing template, retain consistency in data collection and reporting for SH Network

Where activity has shifted to M&V:

- Any NCs picked up in the audits will still be uploaded so our database remains useful for analytics ie ‘Final’ upload score will include all OPMs
- Specific OPMs will be separated out* and treated as NA in terms of Contractor OPM thresholds ie Contractor adjusted score will exclude the agreed OPMs
- These exclusions are mostly OPM specific, although a few might be a blend of M&V and LS, meaning the MCM needs to distinguish the funding source and mark up the template accordingly
- Thresholds to be reset accordingly

Rochelle Leach/Mark Allingham
(1:55pm-2:25pm)

- There was a suggestion that the existing OPM upload spreadsheet be used to collect the measured and non-measured OPMs. However, after discussion with Penny it is felt this would not capture the data cleanly and likely to impact on transparency of data for National reporting.
 - Rather, we can manage the changes nationally upon receipt of Variation to Contract or NTC/NTE confirming the affected OPMs.

CMR (Change Management Requests) process – What timeframes should teams expect CMRs to be processed and any changes reflected in SAP?

CMR process

- Upon receipt of an approval CMR to the CMRrequest@nzta.govt.nz ticketing system, the Maintenance Portfolio team target to process with 5-7 days
- Financial changes in SAP update on the day (overnight if you need to refresh)
- Tracker changes in CoreShare report are updated monthly (check the version number and date in the folder, i.e updates in today +1 after 7th working day data received).

Potential Delays:

- Saved in Coreshare but not sent to CMRrequest email
- Not yet approved by SNM, SM, AIA (as required)
- Approved but not sent to CMRrequest
- Missing information on CMR
 - Project Number
 - WBS number
 - Tracker ID number
- Size of request
 - Batching up into 1 over 3 month period can take a long time to process.

Item 4 - General Business

4.1 Update from ILM-M Focus Groups by group leads
Systems, Safety, Innovation, Collaboration, People and Sustainability

People

- Epic Campaign has done well. We have been given money that has been split over a three-year phasing. To take the campaign from an Operation Maintenance point of view they are doing video cataloguing, interviewing photos, and case studies for each NOC (Network Outcomes Contracts).

Innovation

- The Innovation Group has been working on the innovation award, there have been 11 NOCs with nominations.

Action 10: Adam and Rochelle to discuss the publishing of Innovation KRA's to Waka Kotahi website.

Systems

- Accreditation and lack of trainers for level 1 & 2 RAMM training.
- There is a lot of turnarounds in the AMDS (Asset Management Data Standards).

ILM-M leads (2:25pm-2:40pm)
PLEASE COME PREPARED

<ul style="list-style-type: none"> - Conversation around worksites and consistency across the country, and the way this should be looked at going forward. <p>Sustainability</p> <ul style="list-style-type: none"> - Progressing actions, fish passage, EV (emission vehicles) stations and pest control. There has been good work done in terms of fish passage season, and EV is being dealt with by Waka Kotahi. <p>Collaboration</p> <ul style="list-style-type: none"> - Cyclone Gabrielle Response - Mahi Tahi Program - Integration with Infrastructure Delivery - Inputs into the IDC 	
<p>Item 5 - Review previous actions</p>	<p>2:40pm -3pm</p>
<p>AOB (Any Other Business)</p> <p>FYI – Pavement System Delivery Review. Kevin Reid nominated as Waka Kotahi champion to take this forward with Janice Brass retiring.</p> <p><i>The MCGG have agreed to share a summarised version of minutes from their meetings externally. Latest minutes available for sharing with IAG attached & available at MCGG Minutes 4-4-23 (Summary).docx.</i></p>	<p>3pm</p>

Date of next meeting: 9th August 2023
Location: Wellington

Future Meeting dates for 2023:
- 7th November

ACTIONS (from May 2023):

	<i>Action</i>	<i>Owner</i>	<i>Action raised</i>	<i>Due Date</i>	<i>Status</i>
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		
2	Industry Action 2# Rob S to send details through for Waka Kotahi to recognise the response award to Marlborough roads.	Rob Sharpe	May 2023		Completed
3	Waka Kotahi Action 3# Peter to share a graph showing the road worker/user accidents over time.	Peter Connors	May 2023		
4	Industry Action 4# Gary to share his information on inventory input with Pete and Mike M.	Gary Porteous	May 2023		Completed
5	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		
6	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 the expected impact of their contracts changing to that approach. Please provide feedback directly to Mark.O'Connor@nzta.govt.nz by COB (Close of Business) Wednesday 24 May.	Industry	May 2023	24 May 2023	
7	Industry / Waka Kotahi Action 7# Michelle and Mike to catch up offline regarding Industry Matters.	Michelle Farrell / Mike Manion	May 2023		
8	Waka Kotahi Action 8# Peter to talk with Rochelle & Phil to discuss the issues and go back to the supplier.	Peter Connors	May 2023		
9	Waka Kotahi Action 9# Rochelle to share "in confidence" draft SM018 with IAG members (on proviso it is not distributed beyond recipient members due to its provisional status).	Rochelle Leach	May 2023		
10	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		
PREVIOUS ACTION POINTS STILL ONGOING:					
3	Waka Kotahi Action 1# Mike to organise the below information for Virginia - A list of sites – Consented first (Actively using,	Mike	August 2022	May 2023	

	<p>managing as great than 6 months, define the type of site)</p> <ul style="list-style-type: none"> - Names of MCM who verifiers in each area will be - A person who will load the data <p>Draft of questions</p>				
4	<p>Industry</p> <p>Action 2# Bernie to talk to Shane Avers with Stacy's comments</p>	Bernie	August 2022	May 2023	
5	<p>Industry</p> <p>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.</p> <p>Update Nov 2022 – A letter has been sent to Waka Kotahi around P17 and PCDAR texture measurements.</p> <p>There is a desire to get the STAGG group back.</p> <p>Waka Kotahi to come back with feedback</p> <p>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.</p> <p>Recommendations;</p> <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. 	Waka Kotahi	August 2022	May 2023	
6	<p>Industry</p> <p>Action #5 All - Please respond with any comments/feedback to KK by COB Friday 12th August Questionnaire</p>	ALL	August 2022	May 2023	
7	<p>Waka Kotahi</p> <p>Action #6 Pete Connor to identify someone from the ILMM to replace Craig West. Chris Jones is the replacement person but still need a sponsor.</p>	Peter	August 2022	May 2023	
8	<p>Waka Kotahi</p> <p>Action 8# Pete C has been tasked to look at ATP contractually and how we might do it as part of the contract review.</p>	Pete C	August 2022	May 2023	
9	<p>Waka Kotahi</p> <p>Action 9# Mike to distribute the new guide for ESMP, IAG to provide feedback.</p>	Mike	August 2022	May 2023	
10	<p>Waka Kotahi</p> <p>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.</p>	Jack	March 2022	May 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>				
11	<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>	Mike	May 2022	May 2023	ON HOLD
12	<p>Waka Kotahi</p> <p>ACTION#2 – Pete to invite Natalie Rowe -Principal Environmental Specialist to the next IAG meeting to provide a 30 min update.</p> <p>Action – Stacy to flick Pete an email on behalf of Industry regarding the 2030 requirements and the ISO standards etc that Pete can share a brief with the WK sustainability team so they can present at the next meeting (30-45 mins)</p>	Pete	May 2022	August 2022	Open
13	<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>	Jack	May 2022	August 2022	Open - Progressing
14	<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>	Peter	Nov 2022	May 2023	OPEN
15	<p>Waka Kotahi</p> <p>ACTION #2 – Jack to set up a group meeting with Peter Robinson and the people from Industry that are ordering GMA.</p>	Jack	Nov 2022	May 2023	OPEN