RPTP Guidelines Update for Public Transport Continuous Programmes

NZTA

14 August 2017

VERSION 2.0

Investment Assessment Framework for the 2018-21 National Land Transport Programme

This document provides an update to the NZ Transport Agency's guidelines for developing Regional Public Transport Plans (RPTPs) and utilising the plan to support the business case for continuous public transport programmes.

For detailed information on the IAF please refer to the Transport Agency's Planning and Investment Knowledge Base (PIKB) – @ http://www.nzta.govt.nz/planning-and-investment/

Disclaimer

The NZ Transport Agency has endeavoured to ensure material in this document is technically accurate and reflects legal requirements. However, the document does not override governing legislation. The NZ Transport Agency does not accept liability for any consequences arising from the use of this document. If the user of this document is unsure whether the material is correct, they should refer directly to the relevant legislation and contact the NZ Transport Agency.

More information

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TRANSPORT AGENCY POLICY

From 2018-21, the Business Case Approach (BCA) will continue to be applied to all funding proposals from the National Land Transport Programme (NLTP), including continuous public transport programmes.

Refer to Appendix C for details of how Approved Organisations could use the RPTP to show how they have applied the BCA to a continuous public transport programme.

The accompanying document, Investment Decision Making (IDM) - Assessment of the Business Case, sets out the questions that will be used to assess how robustly the BCA has been applied to continuous programmes including public transport.

REVISED APPENDIX C

APPENDIX C: UTILISING THE REGIONAL PUBLIC TRANSPORT PLAN TO SUPPORT THE BUSINESS CASE FOR CONTINUOUS PROGRAMMES

This Appendix provides guidance on how Approved Organisations could use the RPTP to show how they have applied the BCA to a continuous public transport programme.

REGIONAL PUBLIC TRANSPORT PLAN AND THE BUSINESS CASE APPROACH

The table below outlines how an RPTP could be used, where considered appropriate by an Approved Organisation, to show application of a BCA to a continuous public transport programme. It sets out the information that could be included in the RPTP to inform the Transport Agency's investment assessment of a continuous public transport programme as part of the development of the NLTP.

Investment Assessment Framework	What information could be included in RPTP?
Strategic Case (Strategic Context)	
Strategic Alignment	Outline what consideration has been given to alignment with regional and Government priorities, including: • how the proposed future public transport continuous programme supports and aligns to Government priorities and results for public transport and regional objectives, priorities and direction (RLTP and other relevant documents) • how the expected benefits of the proposed programme link to the relevant regional priorities and objectives and to Government priorities and results.
Strategic Direction	Identify trends and demand across the network relevant to public transport provision, and the role public transport will play shaping this in future. Consider both from the short to medium term (i.e. 3 to 6 years), and also a more strategic 10 to 30 year view of future network and asset requirements. Reference any information related to this that is documented elsewhere (e.g. in the RLTP).

Investment Assessment Framework	What information could be included in RPTP?
Strategic Case (Strategic Context)	
Problem Identification (current state)	Provide a clear, succinct statement of: - the problem or problems, opportunities and challenges in relation to the existing service provision and supporting amenities that need addressing - the consequences of not addressing the problems or problems.
Problem identification and timing (future state)	Briefly describe any emerging issues, problems or opportunities (with the existing public transport network or wider) in which public transport may be the solution, or part of the solution. Identify the urgency and whether it is likely to impact across the next three-year programme, or beyond this.
Objectives (Benefits/KPIs) identified and reasonable	Identify, at a network level, the expected benefits of addressing the problem (e.g. decongestion (throughput), accessibility). Identify key performance measures (KPIs) to measure the benefits and briefly explain whether they will provide adequate evidence that the benefits have been achieved.

Investment Assessment Framework	What information could be included in RPTP?
Programme case (Programme Context)	
Options	Outline what consideration was given (appropriate for the size and complexity of the network) to options for the network, for example through a network review or network optimisation assessment (or components of it). Specifically, identify when any review or assessment was last undertaken and briefly outline the options considered (e.g. current network versus additional improvements, network configuration options, frequencies, coverage, and peak versus off peak). Reference any supporting documents such as a network review or optimisation assessment.
Robust, Fit-for-purpose Forward Programme	Describe briefly how the proposed continuous programme: • addresses trends, problem/s, and community needs • provides a balanced response to demand • will deliver expected benefits. Reference any further supporting information and documents (e.g. Land Transport Plan, network plan).
Alignment of Programme Expenditure	Identify all regional public transport activities in the proposed continuous programme (e.g. services, service amenities, and Total Mobility), and their funding requirements. If any information related to this, such as funding requirements, is documented elsewhere (e.g. in the Regional Land Transport Plan (RLTP)), please provide references. **Note:** The RPTP may include activities (i.e. future activities and activities subject to funding availability), that may not be included in the RLTP and funding application.
Programme Type Identification	Related to the above, distinguish between investment that relates to the continuous core programme and any service level improvements (i.e. an increase in service level and resulting annualised cost for service provision). If any information related to this, such as funding requirements, is documented elsewhere (e.g. in the RLTP or other document), please provide references.
Continuous Core Programme: (Cost & Value for Money Considerations)	Briefly explain why the indicative costs of the core programme demonstrate value for money, including whether: • the indicative costs are reasonable and affordable (for ratepayers and the taxpayer), using qualitative and/or quantitative evidence • the proposed investment requirements provide the same or similar level of service at a reasonable cost (ideally more efficiently at lower escalation adjusted cost). Reference any supporting evidence.

Investment Assessment Framework	What information could be included in RPTP?
Commercial Case (Procurement Context)	
Smart, Fit-for-purpose procurement of services	Briefly describe: • any emerging procurement-related issues and opportunities that need to be addressed or accommodated in future • any risks or issues identified in the Procurement Strategy where further mitigation is required. Reference any supporting information. **Note:** An endorsed Procurement Strategy, updated for PTOM implementation, is expected to provide the primary information source on procurement of public transport services.

Investment Assessment Framework	What information could be included in RPTP?
Commercial Case (Procurement Context)	
Smart, Fit-for-purpose	

Investment Assessment Framework	What information could be included in RPTP?
Management Case (Delivery and Performance)	
Integration	Describe how the delivery of the proposed programme and related activities is aligned and integrated by: • identifying any necessary related public transport infrastructure, and whether this has been captured in other relevant documents, such as the RLTP and Activity Management Plan (AMP). Specify the relevant reference point in these documents. • briefly describing how the delivery of any related activities is optimised and timely in relation to any network changes.
Evidence/Testing of Evidence	Outline your organisation's approach to modelling or forecasting demand for services (for forecasted data and future KPIs generated from this), including: • the evidence base for your approach, and how it is documented (reference any supporting documentation) • how your approach compares with similar organisations (peers).

Performance Management	Briefly describe how performance against KPIs (both at the network and unit/contract level) is being managed, and any evidence available to demonstrate that benefits and KPIs previously identified have been achieved. This should include information on:
	
	• how your organisation monitors performance:
	
	  – at the network level against key KPIs (e.g. patronage)?
	  – at unit/contract level against key KPIs in contracts (e.g. lateness, safety)?
	• performance against KPIs previously identified and whether it is reasonable.
	
	Reference any supporting documentation (e.g. annual reports).