

In Committee

Board Paper No.	09/09/0268
Submission Date	10 September 2009
Prepared by	Rob Whight Manager Highways & Network Operations
Recommended by	Colin Crampton General Manager Highways & Network Operations
Subject	EXTENDING KAPITI CONSULTATION

Purpose

- 1 To seek approval to a revised approach to consultation on the MacKays to Peka Peka segment of the Levin to Wellington Airport Route of National Significance.

Recommendations

- 2 That the NZ Transport Agency Board:
 - a. agrees to rescind the previous recommendation's on the Peka Peka to MacKays section of the Levin to Wellington Airport Road of National Significance made on 31 July 2009;
 - b. notes the preliminary view held by Board on the preferred options has been revised following community feedback and that a new consultation approach is proposed to assist in determining the preferred option;
 - c. agrees there are three options which are able to meet the objectives of establishing a four-lane expressway with central median and full grade separation between Peka Peka and MacKays;
 - d. agrees to consult the community on the ability of these options to meet the project criteria which will enable the Board to decide on a preferred option; and
 - e. agrees to take Board paper 09/09/0268 out of committee when the decision is announced.

Background

Situation Update

- 3 The community engagement process has been underway for some 3 weeks (since 24 August) and there has been significant community feedback on options for MacKays to Peka Peka.
- 4 A major part of feedback has been directed at the section between Poplar Avenue and Lindale where there is effectively only one option – an upgrade of SH1. Feedback to date suggests that there is significant community and business disruption from this option, more so than the previously rejected option of establishing a four-lane expressway on the alignment of the Kapiti Western Link Road (KWLR). The latter alignment has been designated for many years and the Crown (or KCDC) owns most of the land.
- 5 If we continue with the current consultation as originally planned, then the NZTA runs the risk of not allowing the community to have transparency on the trade-offs to be made between the option of the expressway along SH1 and that of the expressway along the existing KWLR.
- 6 However, there are also risks in including a further option in a consultation approach designed to choose between two options.
- 7 On balance, we are of the view that responding to the communities' wishes to have more information on the four-laning of the KWLR alignment provides a more transparent process of comparison against the proposed upgrade of SH1.
- 8 To achieve this the Board must extend the period of consultation in order to assess the three options against the project objectives, rather than choosing between two options meeting the project objectives.

Proposal

- 9 It is proposed to revise the current consultation approach and produce a new consultation document which will include the 4-laning of the Kapiti Western Link Road and seek community engagement on the suitability of each option against the criteria for the project, broadly as follows:
 - (i) establishing a 4-lane divided expressway with grade separated interchanges and a high degree of access control;
 - (ii) ensuring a sustainable local road network is developed to minimise conflicts between local trips and through traffic trips; and
 - (iii) minimising community and environmental effects.
- 10 Based on community feedback on the suitability of the options against the criteria and the Board's own views a preferred option will be determined.

Communication Strategy

- 11 We propose to issue a media statement on Friday 11 September 2009 with the following key messages:
 - (i) the community have been clear that the criteria used to determine the preferred options are not well understood;
 - (ii) the Board is committed to running a community engagement process which is transparent and fully understood;

- (iii) accordingly the NZTA Board has revised its previous decision on identifying preferred options and will extend consultation to seek community feedback on three options against the project objectives; and
- (iv) it will take some three weeks to complete new documentation and a further four week period of consultation will be undertaken from issuance of the new document.

Attachments

12 There is 1 attachment to this paper:

Attachment A: provides the current resolutions with regard to option selection for MacKays to Otaki.

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Attachment A

MINUTES OF THE NEW ZEALAND TRANSPORT AGENCY BOARD MEETING
HELD ON FRIDAY, 31 JULY 2009

SH1: Peka Peka to MacKays

- a. agrees that Option 1 not be considered further because it does not meet acceptable integrated planning standards, and unduly severs the community of Paraparaumu in comparison with upgrading the existing state highway through Paraparaumu;
- b. endorses undertaking a public engagement process to assist in selecting between Option 2 and 3, on the basis that the Board is currently neutral in terms of a preference between the options;
- c. endorses undertaking consultation on the preferred option for the Otaki to Peka Peka section at the same time; and
- d. notes that the NZTA's approach with the Kapiti District Council will be primarily around consulting on a scheme to secure 4 lanes of capacity for the state highway, and secondarily to meet its aspirations around the objectives of a local arterial network, based on the Kapiti Western Link Road designation.

Bryan Jackson / Grahame Hall

MINUTES OF THE NEW ZEALAND TRANSPORT AGENCY
STATE HIGHWAYS BOARD COMMITTEE MEETING
HELD ON WEDNESDAY, 15 JULY 2009

SH1: Peka Peka to MacKays

Context

Peka Peka to MacKays is a section of the Levin to Wellington Road of National Significance. The scope of the works adjacent to either end of this section is firm consisting of:

- (i) to the south (Transmission Gully); and
- (ii) to the north "on the line" of the existing State highway with appropriate access control.

The Peka Peka to MacKays section alignment has yet to be resolved.

Purpose

The purpose of this paper is to consider the options for the alignment of SH1 between Peka Peka and MacKays and which should be the basis of any public engagement process.

Attachments

Attachment C: Options for Peka Peka to MacKays. Attachment D: Otaki to Peka Peka Preferred Alignment

Options for Peka Peka to MacKays

There are three options (see plans in Attachment C):

- i. a 4 lane expressway on the existing designation of the Kapiti Western Link Road (KWLR);
- ii. upgrading the existing State highway to 4 lanes and controlling access. This will require some complementary local roads to mitigate the effects of controlling access onto SH1; and
- iii. upgrading the existing State highway to 4 lanes through to approximately Otaihanga Road and then moving across onto the designation of the KWLR to bypass Waikanae as a 4 lane expressway.

All the options deliver the same order of benefits and are able to be delivered in similar time periods. All options enable early construction of a link between Te Moana Road and Otaihanga Road which connects the communities of Waikanae and Paraparaumu more directly and takes local traffic off the state highway thus improving travel times on SH1.

Option 1 is of lower cost than Option 2 and Option 3 which are of similar value.

Discussion

The State Highways Board Committee considered that Option 1 was not a valid option because:

- i. it severed the community of Paraparaumu;
- ii. land use had developed to such a point that reverting from a 2 lane local arterial to a 4 lane grade separated expressway did not comply with acceptable integrated planning practice; and
- iii. SH1 was able to be upgraded without these effects.

The State Highways Board Committee agreed Options 2 and 3 were valid options and each presented different severance impacts on the community of Waikanae. It was agreed that the decision between these two options should only be made after appropriate community engagement. Until this occurred we should be neutral between the options.

Further discussion centred on the possible approach the local council would take to these options as each affected their aspirations for a Kapiti Western Link route differently.

Scope of consultation

With the Peka Peka to MacKays section ready for consultation, the project team has taken a holistic overview to the RoNS to ensure we were optimally developing the RoNS. The outcome of this review was to include the Otaki to Peka Peka section within the public announcement and subsequent consultation period. The Otaki to Peka Peka section has an approved preferred alignment (Transit NZ Board paper CS/02/10/4452). However, because the design is some 8 years old and the township of Otaki had developed over that time, it was considered desirable to inform the community of our plans so it can comment on the preferred option (refer Attachment D).

Both projects will be consulted on separately, but covered under the same overall communications strategy.

Recommendations

The State Highways Board Committee recommends

That the NZ Transport Agency Board:

- a **agrees** that Option 1 not be considered further because it does not meet acceptable integrated planning standards and unduly severs the community of Paraparaumu in comparison with upgrading the existing state highway through Paraparaumu;
- b **endorses** undertaking a public engagement process to assist in selecting between Option 2 and 3, on the basis that the Board is currently neutral in terms of a preference between the options;
- c **endorses** undertaking consultation on the preferred option for the Otaki to Peka Peka section at the same time; and

notes that the NZTA's approach with the Kapiti District Council will be primarily around consulting on a scheme to secure 4 lanes of capacity for the state highway, and secondarily to meet its aspirations around the objectives of a local arterial network, based on the Kapiti Western Link Road designation.

SECTION D
CONTRACT SCOPE

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SCOPE OF SERVICES

SH1 KAPITI STRATEGIC STUDY

1.0 INTRODUCTION

Transit New Zealand (Transit) is undertaking a strategic study of State Highway 1 (SH1), to develop a long-term sustainable plan for SH1 and its integration with the Kapiti Coast community and the passenger transport network. The need for the long-term plan is driven by the rapid growth in population on the Kapiti Coast, the increasing demand for land development both on the SH1 frontage and on potential alternative routes, and the growing significant congestion on SH1 through Kapiti. In addition to addressing congestion in Kapiti, the long term plan to upgrade SH1 is driven by the need to provide a safe and reliable highway to accommodate through traffic to and from the Nation's Capital.

The results of the study will enable Transit to determine projects and packages to be implemented as part of its contribution to a safe, responsive, integrated, and sustainable transport system.

1.1 Study Area

The study area includes SH1 from the Pukehou Overbridge in the north (RP 995/0.00) to the McKay's Crossing Rail Overbridge in the south (RP 1023/34.39) and includes any significant KCDC arterials and collectors (including the planned Kapiti Western Link Road) as necessary to assess connectivity options during the study. The study area is shown in Figure 1.

1.2 Study Objective

The objective of the study is to develop a long-term plan for SH1 through Kapiti that provides for the sustainability of the highway while facilitating strategic, planned connectivity with the Kapiti Coast community and the passenger transport network. The long term plan for SH1 will complement the committed future rail upgrades to achieve a balanced transport network on Wellington's Western Corridor.

The study will consider interaction with the local road network including the Kapiti Western Link Road (KWLR). Connectivity along SH1 will be planned and controlled in a way that "locks-in" the SH1 benefits of the KWLR.

The preferred long term plan for SH1 will satisfy Transits statutory responsibilities under the Land Transport Management Act 2003 (LTMA), and support the objectives of the New Zealand Transport Strategy (NZTS). The strategy developed as part of this study must reasonably:

- Assist economic development;
- Assist safety and personal security;
- Improve access and mobility;
- Protect and promote public health; &
- Ensure environmental sustainability.

The study will produce a long-term programme of work towards achieving a four-lane SH1 through Kapiti.

2.0 BACKGROUND

There is a history of previous work completed within the study area, the most relevant of which is summarised below. Much of the information, including issues and options previously explored are still relevant and will be used during this study to inform the development of the preferred strategy. Previous Transit studies include:

- Himatangi to Waikanae Strategic Study 2000
- Pukehou to MacKays Strategic Study 2001
- North Otaki to Peka Peka – Scheme Assessment 2002
- Western Corridor Study 2005

The work completed during the previous strategy studies indicated that the existing two-lane highway could be retained north of Levin with some improvements including seal widening, additional passing lanes, and a short realignment south of Foxton. From north of Levin to Peka Peka (Waikanae), a four-lane highway was required. Following a scheme assessment and a robust public consultation programme undertaken in 2002, the Transit Board confirmed a preferred alignment from north of Otaki to Peka Peka, shown in Figures 2 and 3.

2.1 Options South of Peka Peka

South of Peka Peka, several options have been considered for the future of SH1. However, a preferred strategy for this section has yet to be confirmed.

2.1.1 Pukehou to MacKays Strategic Study

The Pukehou to MacKays Strategic Study identified the need for an upgrade of SH1 in the form of a four-lane, median-divided expressway with grade-separated intersections and side access control.

From Peka Peka to Waikanae, two options were considered:

- a four-lane median-divided expressway on the existing alignment; and
- a four-lane median-divided expressway to the west of the existing alignment

Through Waikanae, several options were considered:

- a four-lane median-divided expressway to the east of the existing alignment with a grade-separated intersection with Te Moana Road;
- a four-lane median-divided expressway on the existing alignment with a grade-separated intersection with Te Moana Road; and
- a four-lane expressway (no median and reduced formation width) on the existing alignment with a grade-separated intersection with Te Moana Road.

Through Paraparaumu, several options were considered:

- a four-lane median-divided expressway to the east of the existing alignment; and
- a four-lane upgrade to a 70-kph design speed to the east of the existing alignment.

South of Paraparaumu, options considered included the restriction of access to Ihakara Street to left-in/left-out only, and full access control along the existing four-lane alignment, with access to private properties provided via a new access road to the west of SH1 between Ihakara Street and Poplar Avenue.

All of these options were considered by Transit, however no preferred option was chosen at the completion of the study.

2.1.2 Western Corridor Study

The Western Corridor Study considered both the road and rail components of the transportation network between Peka Peka in the north and Ngauranga in the south. In October 2004, the first phase of consultation was undertaken. The goals of the first phase of consultation were to:

- identify interested and affected parties;
- gain feedback to assist with the understanding of issues, problems, and possible improvement options;
- gain an understanding of the interested parties' preferred range of solutions; and
- to share knowledge about the study with interested parties and local communities.

Feedback received during the first phase of consultation provided a clear message that members of the community were frustrated by frequent and lengthy delays on SH1 through Kapiti. Submissions received on the study suggested bypasses of Waikanae and Paraparaumu as potential options in

Kapiti. The study also recognised that the long-term council community plan process in Kapiti (2004) identified that the community favours four-laning of SH1 through Waikanae and Paraparaumu.

Following public consultation, the feedback received was used to help develop options for improving SH1. Four-lane expressway options were developed and were found to provide adequate long-term capacity through Kapiti, relieve congestion through Paraparaumu and Waikanae, and would address the crash severity issues north of Paraparaumu. Specific options investigated included:

- bottleneck upgrades, including a Paraparaumu bypass with grade-separated interchanges at each end, a full diamond grade-separated interchange at Otaihanga Road, and a Te Moana to Elizabeth Street underpass in Waikanae;
- a four-lane motorway from MacKays Crossing north to Peka Peka, including grade-separated interchanges at Paraparaumu, Otaihanga Road, and Waikanae, and the closure of various roads that currently intersect SH1; and
- a four-lane expressway from MacKays Crossing north to Peka Peka, including grade-separated interchanges at Paraparaumu, Otaihanga Road, and Waikanae, and the closure of minor intersections currently on SH1, supported by the construction of local access roads. Only left-in/left-out access onto SH1 would be allowed.

Consultation on the above options occurred in May 2005. Consistent with the findings of the first phase of consultation, there was support for the upgrading of SH1 through Kapiti to a four-lane highway. A northern expressway was included in the draft Western Corridor Plan. Consultation on the draft plan occurred in October 2005.

The Western Corridor Plan suggested that the four-laning of SH1 through Kapiti was twenty years or more away with the grade-separation of pinch-points to be undertaken sooner.

2.1.3 Further Work

With the above background documents in mind and the rapid development of land in Kapiti, a facilitated workshop was held between Transit and KCDC staff on 27 July 2006 to consider issues along SH1 through Paraparaumu and Waikanae. The key issue identified was the need to upgrade SH1 while improving integration with the local communities. Two concept sketches were developed, one for Paraparaumu and one for Waikanae. These sketches are included as Figures 4 and 5, respectively.

In Paraparaumu, key aspects of the concept include a realignment of the rail line and a relocation of the rail station slightly to the east, then building a new state highway next to the rail and using the existing highway as a local road. Using the existing SH1 rail overbridge as a local road connection, and providing an underpass at Kapiti Road for cars, pedestrians and cyclists, connectivity with the community on both sides of the highway is achieved. Heavy vehicles would be required to use the overbridge. The new SH1 alignment would continue on the west side of the rail line to Waikanae.

South of Waikanae the new SH1 alignment would join the existing highway alignment before crossing the Waikanae River. In Waikanae, a northbound off ramp would be provided at the south end of town, providing access to the Waikanae Shopping Centre from SH1. Existing SH1 south of Waikanae would become a local road connecting to the existing local road system in Waikanae.

North of Waikanae, north-facing ramps would be provided at the new, northern connection of the KWLR, should the connection be moved to the AMP land, instead of at the existing designated point at Peka Peka (this concept is currently subject to a plan change lodged by AMP Developments Ltd with KCDC). There would be no other connection points to SH1. SH1 would then continue north next to the rail line.

It is important to note that no assessment has yet been completed on the concepts for Paraparaumu and Waikanae. These concepts will be fully assessed as part of this study.

3.0 SCOPE

The scope of the strategy study is set out in the following sections. Following the award of the contract, the consultant team will meet with Transit to confirm the scope and direction of the study.

3.1 Long Term Strategy for SH1

The consultant team will work with Transit to develop a long-term plan for SH1 through Kapiti that provides for the sustainability of the highway while facilitating strategic, planned connectivity with the Kapiti Coast community. The study will consider interaction with the local road network including the KWLR. Connectivity along SH1 will be planned and controlled in a way that “locks-in” the SH1 benefits of the KWLR. In developing the strategy, the consultant team will:

- Review the relevant studies completed to date (see Background) and be aware of issues and options previously considered. This information will be used to inform the work undertaken during this study.
- Assess the expected operation of the concept options for Paraparaumu and Waikanae developed during the Transit – KCDC workshop, and assess the concepts developed for Waikanae contained in the “Waikanae Town Centre Workshop Final Outcomes Document” (see inputs provided by client).
- Develop and assess alternative options not previously considered.
- Broadly assess all options in terms of town planning, urban design, and buildability. In undertaking these assessments, the consultant team will have regard to Transit’s Environment Standards, Planning Policy Manual, and the New Zealand Urban Design Protocol.

- Consider travel demand management measures as part of the long-term strategy. It is recognised that unconstrained growth is not able to be accommodated and some travel demand management measures will be necessary to ensure the sustainability of the transport network.
- Prepare rough order costs for each option.
- Undertake a planning assessment of options to identify consenting issues and risks.
- Undertake an LTMA assessment of the Otaki Bypass and the Otaki to Te Horo Expressway schemes. Review the schemes in terms of compatibility with the overall strategy developed as part of this study.
- Use the Kapiti SATURN traffic model to assess the transport effects of options, including SH1 access strategies, developed during the study.
- Consult with stakeholders as required obtaining their views on relevant issues and options.

3.2 Develop an Implementation Plan

The consultant team will develop an implementation plan for the preferred option. The plan will detail the prioritised steps necessary to achieve the long-term objective for SH1. The implementation plan will be included in the technical report for the study.

3.3 Consult on the Preferred Option

As described in the background section of this scope, recent strategic studies have undertaken extensive public consultation. Interested parties and local communities have been consulted on their views on the relevant issues related to the transportation network in Kapiti, including SH1. Feedback has been sought on a range of possible options and interested parties' preferred range of solutions. Feedback received supports the upgrading of SH1 to a four-lane highway through Kapiti. This strategic study will consult the public on a preferred option for developing a four-lane SH1 through Kapiti.

The consultant team will aid Transit staff in consulting the public on the preferred option. While the form of consultation has yet to be determined, the consultant will budget for two, eight-hour open days in Kapiti.

In addition to staffing the open days (along with Transit representatives), the consultant will prepare all necessary materials to conduct the consultation. This is expected to include, but not necessarily be limited to, the preparation of plans for display showing the preferred alignment of SH1 and other options considered, a consultation brochure, an executive summary of the technical analysis fit for the purpose of the public and the media, develop and maintain a register of interested parties and attendees of the open days, and prepare a consultation summary document.

The consultant team will also consult key stakeholders on the preferred strategy. It is envisaged that individual meetings with key stakeholders will be required. The consultant, Transit, and the project advisory group will develop the list of key stakeholders.

3.4 General

In general, the study will:

- identify existing demands on the transport network and future demands generated by growth scenarios;
- identify deficiencies with the existing transport system in terms of current and future demands;
- prioritise and programme recommended transportation improvements and planning controls;
- be used as an effective document for subsequent planning studies and the implementation of planning controls;
- identify the most cost effective and beneficial transportation improvements within the approval parameters of all funding, statutory and Resource Management Act requirements;
- meet Transit's statutory responsibilities under the LTMA and support the objectives of the New Zealand Transport Strategy as well as the Wellington Regional Land Transport Strategy (RLTS).

3.4.1 Planning

Planning matters to be considered as part of the study include:

- Assess the impact of existing land use and potential future land use scenarios on options for upgrading SH1.
- Identify influences on future land use such as demographics, economic policy, and government and local government policy.
- Utilise relevant information from KCDC's District Plan, Regional Plans, the Wellington Regional Strategy (WRS), and the RLTS.
- Consult with OnTrack and GWRC regarding proposed rail and other passenger transport upgrades on the Western Corridor.
- Identify planning issues and controls and describe their implications on the highway, such as access restrictions.
- Qualitatively review existing scheme assessments and feasibility studies along the route in the overall strategy context.
- Identify and assess the consenting issues (such as Resource Management Act and Historic Places Act issues) associated with options developed during the Study.
- Assess transportation projects identified as part of the strategy against the provisions of the LTMA, the New Zealand Transport Strategy and the RLTS.

- Assess urban design issues such as noise, social cohesion, visual form, and other relevant matters.

3.4.2 Traffic

Traffic matters to be considered during the study include:

- Use the Kapiti SATURN model to assess upgrade options for SH1 and connectivity options with KCDC arterial routes.
- Obtaining historical traffic volumes, growth rates and compositions, both along the highway and for significant side roads. Identify historical trends associated with this data.
- Identification of future traffic volumes, growth rates and traffic compositions from a combination of traffic demands identified in the planning study and extrapolated historical traffic data.
- Identify traffic trends and variations along the highway including discussion on heavy vehicles, seasonal traffic, proportions of local and through traffic, road safety issues, and walking and cycling issues and needs. Highlight significant generated traffic and proportions of local and through traffic. Highlight significant generated traffic demands not apparent from historical traffic data.
- Assess the existing and future capacity and levels of service along the SH1 and junctions with KCDC arterial routes.
- Assess generated traffic demands on the highway from existing and future land use developments.
- Describe access issues and controls along the highway, including identifying current and future pressure points and constraints.
- Identify transportation improvements. Upgrading options are not to be confined to existing routes and may include road deviations or alternative routes, if appropriate.

3.5 Project Economic Assessments

The consultant team will undertake an economic assessment of projects developed during this study. The economic assessments will use the current processes and standards detailed in Land Transport New Zealand's Economic Evaluation Manual. Project feasibility reports (PFR's) will be completed for each project. Following Transit approval of the PFR's, the consultant will set-up the projects in Transit's PROMAN system and upload all information to PROMAN. All PROMAN fields will be populated. The PROMAN data will be used during the development of Transit's Capital Works Annual Plan.

3.6 Related Projects

The following projects are at various stages of investigation, design or construction, and have approved funding:

- (a) Otaki intersection (Main Mill Road and Rahui Street)
- (b) Otaki to Waikanae Southbound Passing Lane
- (c) Kapiti Western Link Road

Various projects have previously been investigated along this section of highway. Projects other than the proposed construction projects listed above are currently at Project Feasibility Report Stage.

3.6.1 Greater Wellington Regional Council Rail Stations Study

Greater Wellington Regional Council will be undertaking a study of rail stations in Kapiti. The study will determine a preferred location for rail stations as well as their conceptual design. There will be dialogue between the project teams for the Greater Wellington Study and Transit's SH1 Kapiti Strategic Study to enable alignment between the study outcomes.

3.6.2 Improvements to the Wellington Rail Network

OnTrack and Greater Wellington Regional Council are investigating improvements to the rail network, including the Paraparaumu Line through Kapiti. This study will take into account the proposed rail improvements during the development of the preferred strategy for SH1.

3.7 Sections of Study

For administrative purposes the study length shall be roughly divided into three sections, being:

- (1) Pukehou to Peka Peka
- (2) Peka Peka through Waikanae to south of Waikanae
- (3) South of Waikanae through Paraparaumu to MacKays.

3.7.1 Pukehou to Peka Peka

No further work is required on the alignment. However, this section is to be reviewed and details updated to ensure a seamless, uniform standard of the Kapiti corridor is achieved between Pukehou and Mackays

3.7.2 Peka Peka to south of Waikanae

A minimum of three options, including the one shown in Figure 5, shall be developed and assessed.

3.7.3 South of Waikanae

A minimum of three options, including the one shown in Figure 4, shall be developed and assessed.

3.8 Proposed Sequence of Work

- (1) Initial workshop to confirm expectations and options.

- (2) State 1 investigations
 - Assess options
 - Rough order costings
 - Traffic Modelling
 - Planning Assessments
 - Draft Implementation Plan
 - Draft Technical Report
- (3) Presentation to the Transit Board for review and approval of the strategy and macro-scope.
- (4) Stage 2 Investigations
 - Consultation Strategy
 - Public Consultation
 - Final Detailed Technical Report
 - PFRs

Meetings will be held as required with the Advisory Group to confirm options selected and the recommendations of the way forward.

There will be a Hold Point at the completion of Stage 1 to allow review by the Transit Board. The Consultant shall allow in his programme a period of six weeks for this.

3.9 Change of Scope

Changes to the project scope shall be documented and approved by the Transit Project Manager, before any additional work is undertaken.

3.10 Deliverables

The following deliverables are required as outputs of the study:

- Consultation strategy;
- Draft technical report summarising the current and future issues and needs, the options considered, the analyses, evaluations, recommendations, the preferred strategy, and the implementation plan for the preferred strategy;
- Final Draft Technical report summarising the current and future issues and needs, the options considered, the analyses, evaluations, recommendations, the preferred strategy, and the implementation plan for the preferred strategy;
- An executive summary of the technical report fit for purpose for the media and members of the public.
- A report/brochure suitable for use in the public consultation phases of the study.
- Consultation summary report;
- Project Feasibility Reports

All reports shall be submitted in draft form for Transit review. The final reports are to be produced after the final review by Transit.

4 STUDY GOVERNANCE AND MANAGEMENT

4.1 Project Manager

The Project Manager for Transit New Zealand ("Client's Representative" as defined in the General Conditions) is:

Eric Whitfield
Regional Transportation Manager
Transit New Zealand
PO Box 27-477
Wellington

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Attention is drawn to the role of Project Manager as the Client's representative in the terms of this contract.

4.2 Contract Management

The Consultant shall manage this contract in accordance with the requirements of TNZ Standard Specification Contract Management, excluding Clause 4.6 Quarterly Major Projects.

4.3 Consultant Personnel

The Consultant shall have a strong and proven background in regional planning and transportation issues.

The Consultant shall nominate a team leader who will have the overall responsibility for driving and managing the project as well as reporting on progress. Previous experience in this role is essential.

Only persons nominated in the contract documents are to be involved in any work on this contract unless agreed to by the principal.

4.4 Monthly Consultants Report And Client Meetings

The Consultant shall submit by the 8th of the month a report summarising the professional services undertaken during the previous month, summarising the meetings held and groups consulted and description of work programmed for the current month. The Consultant will arrange a meeting with the Project manager to discuss the report.

The minutes of any meetings will be taken by the Consultant and supplied to all parties. The cost of attending the meetings and preparing the minutes shall be incorporated in the Consultants submitted price.

4.5 Advisory Group

An advisory group made up of senior officers from Transit, KCDC, Greater Wellington Regional Council, OnTrack, and Land Transport New Zealand will be updated on progress and will have the opportunity to comment on relevant issues during the progress of the study. The purpose of the advisory group is to facilitate dialogue between the stakeholders, not to oversee or govern the study. The study will be directed by Transit.

The consultant will be the author of technical reports to the advisory group. Advisory group meetings will be chaired by Transit.

4.6 Risk Management

The Consultant is to manage risk in accordance with the Transit manual, AC/Man/1 – “Risk Management Process Manual” while at the same time adopting AS/NZS 4360: 2004 Risk Management which replaces the 1999 version. This manual has a broader focus. In addition to risk management for capital projects, it includes the identification and management of risks to all other aspects of Transit’s business. The essential differences include identification and management of time related risks and the consideration of opportunities.

This project requires the Consultant to develop a project risk file and manage risk in accordance with the “General Approach” as described in the manual. The management of risk shall be to a level that will provide assurance to the Client that all significant risks have been identified and will be appropriately managed.

The assessment of risk and its possible impact on the estimate shall be used to calculate an appropriate contingency and funding risk in the estimate, in accordance with the Transit Cost Estimation Manual, SM014. The Consultant shall also deliver risk-adjusted programmes (expected programme and 95th percentile programme). The risk assessment must include provision for a peer review and reconciliation.

4.7 Project Criteria

The proposed strategy and road improvement options shall be carried out in accordance with documents listed in the Transit New Zealand Standards, Criteria and Guidelines Manual.

5 DELIVERABLES & PROGRAMME

5.1 General

In accordance with Clause 9 of the General Conditions (amended under the Special Conditions), intellectual property of the Client which forms part of the deliverables listed below and which comprises items which are extracted, taken or built from documents, data or information bases belonging to the Client, remains the intellectual property of the Client. This includes all transportation models developed for this strategic study.

5.2 Programme for Deliverables

The following is the Time Schedule for Deliverables. It outlines the major/milestone deliverables but is not to be deemed all-inclusive. Further deliverables with delivery dates and times may be specified in the Scope of Services and specifications.

N ^o	DELIVERABLE	TIME FOR DELIVERY
<i>Contract Management</i>		
1.	Consultant's Project Quality Plan	Within 2 weeks of acceptance of tender.
2.	Consultant's Draft Baseline Programme	With Consultant's Project Quality Plan.
3.	Site Safety Plan	With Consultant's Project Quality Plan.
4.	Budget Cashflows for Project	Within 2 weeks of acceptance of tender.
5.	Meeting with client to confirm project scope, direction and strategy	Within 2 weeks of acceptance of tender.
6.	Consultant's Monthly Report	By the 8 th day of each month.
7.	Accrual Report	By the 8 th day of each month.
8.	Project Risk File	Quarterly from acceptance of tender.
9.	Monthly meetings with Advisory Group	Monthly from acceptance of tender.
<i>Strategic Study</i>		
10.	Completion of options assessment and technical analysis to reach a preferred strategy	Within five months of acceptance of tender

Nº	DELIVERABLE	TIME FOR DELIVERY
11.	Draft technical report	Within five months of acceptance of tender
12.	Consultation Strategy	With draft technical report
13.	Consult on the preferred strategy	Complete within two months of endorsement of the preferred option by the Transit Board for public consultation
14.	Consultation Summary Report	Within three weeks of close of consultation
15.	Final technical report	Within one month of consultation summary report

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6 INPUTS PROVIDED BY CLIENT

6.1 General

The following items will be made available for perusal by the tenderer at the office of the Regional Manager. Transit New Zealand takes no responsibility for the accuracy or adequacy of each item, which is offered in good faith.

1.	Himatangi to Waikanae Study, Review and Development Report, January 2000, Worley Consultants
2.	Pukehou to MacKays Crossing, Final Strategy Study, July 2001, Meritec
3.	North Otaki to Peka Peka Road Scheme Assessment Report, Three Volumes and Drawings 2002, Meritec / The Property Group
4.	North Otaki to Peka Peka Road, Preliminary Design Report, January 2002, Meritec
5.	Otaki – Te Horo Expressway, Assessment of Environmental Effects, May 2003, Meritec
6.	Otaki – Te Horo Expressway, Report of Stage 2 Consultation, May 2003, Meritec
7.	Landscape Assessment of Proposed SH1 Otaki – Te Horo Expressway, June 2003, John Hudson Associates for Meritec
8.	Consultation Findings: Phase 1, Western Corridor Transportation Study, December 2004, Maunsell
9.	Confirmed Elements, Western Corridor Transportation Study, February 2005, Maunsell
10.	Technical Report – Stage 1, Western Corridor Transportation Study, April 2005, Maunsell
11.	Technical Report – Stage 1 - Appendices, Western Corridor Transportation Study, April 2005, Maunsell
12.	Consultation Document: Phase 2 Alternative Scenarios, Western Corridor Transportation Study, May 2005, Maunsell
13.	Consultation Findings : Phase 2, Western Corridor Transportation Study, July 2005, Maunsell
14.	Proposed Western Corridor Plan, Western Corridor Transportation Study, October 2005, Maunsell
15.	Waikanae Town Centre, Workshop Final Outcomes Document, July 2007, Urbanism Plus.

5.2 To the Consultant

#

Upon acceptance of tender the following information and, where relevant, personnel, in addition to the project related items listed above, will be made available to the Consultant:

5.2.1 Client Personnel

No personnel will be provided.

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Figure 1: Study Area Map

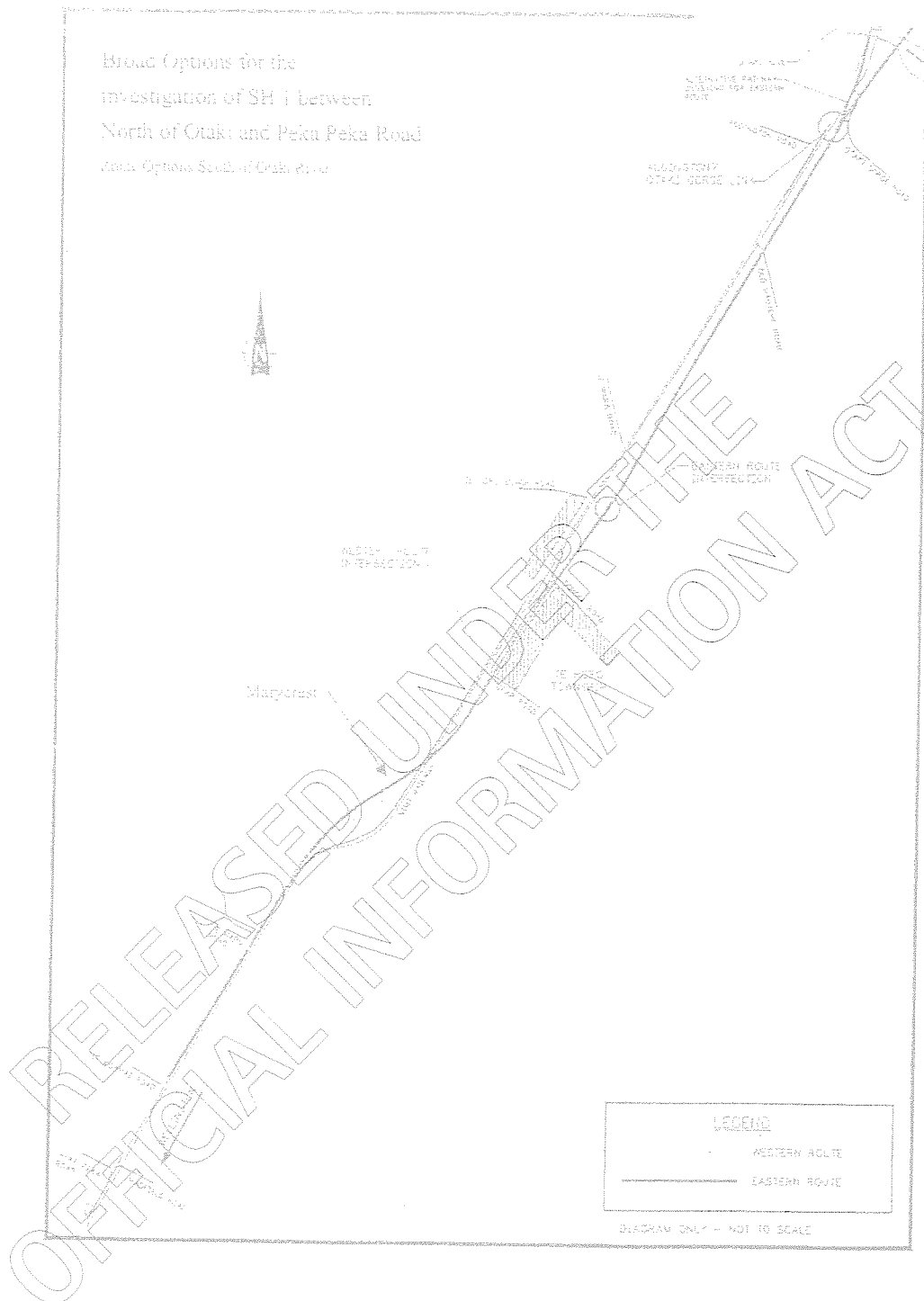


Figure 2: Preferred Alignment – South of Otaki River



Figure 3: Preferred Alignment –North of Otaki River



Figure 4: Transit / KCDC Concept for Paraparaumu



Figure 5: Transit / KCDC Concept for Waikanae

INSURANCE

A. LIMITATION OF LIABILITY

For the purpose of Clause 6 of the General Conditions and Clause 2.3(d)(i) of Transit's Special Conditions, the maximum amount of damages payable will be the same as the maximum set for professional indemnity insurance (see paragraph B (i) below), whether or not the insurer actually meets the claim.

B. PROFESSIONAL INDEMNITY INSURANCE

For the purpose of Clause 6 of the General Conditions and Clause 2.3(d)(iii) of Transit's Special Conditions:

(i) *Amount of Cover:*

The minimum amount of Professional Indemnity Insurance will be as follows, with at least one automatic reinstatement each policy year:

\$500,000.00 with a maximum excess of 10%

(ii) *Period of Cover:*

The time for maintaining Professional Indemnity Insurance will be for the duration of the Services and a further period of ten years from the date of completion of the Services.

C. PUBLIC LIABILITY INSURANCE

For the purpose of Clause 6 of the General Conditions and Clause 2.3(d)(iii) of Transit's Special Conditions:

(i) *Amount of Cover:*

The minimum amount of Public Liability Insurance cover will be \$5,000,000.00, which will be maintained at that level irrespective of any claims made.

(ii) *Period of Cover:*

The time for maintaining Public Liability Insurance cover will be until the date of completion of the Services.

SECTION D

CONTRACT SCOPE

SCOPE OF SERVICES

- 1.0 INTRODUCTION
 - 1.1 Extent and Duration
 - 1.2 Programming and Funding
- 2.0 BACKGROUND
 - 2.1 Site Description
 - 2.2 Problems
 - 2.3 Objectives
- 3.0 INVESTIGATION PHASE
 - 3.1 Review and Development
 - 3.2 Strategy
 - 3.3 Consultation
 - 3.4 Scheme Assessment Report

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1.0 INTRODUCTION

1.1 Extent and Duration

The preparation and compilation of the Scheme Assessment Report is expected to take in the region of 70 weeks.

1.2 Programming and Funding

NRP No	Phase	Total Allocation	Project Title	97/98	98/99
44/2	I	65	Sanson - Levin Corridor Study		65
43/102	I	190	Foxton to Waitarere	60	130
43/105	I	440	Waitarere to Pukehou		440

2.0 BACKGROUND

2.1 Site Description

2.1.1 Route Description

SH1 in the Horowhenua District is a sealed two lane, two way highway forming part of the North Island main trunk road. The 41.73 km (RP 873 - RP 903/11.16) length starting just south of the Himatangi Corner, traverses flat topography heading south past Foxton township then continues south over mainly rolling topography passing through Levin and the settlements of Ohau, Manakau, Otaki, Te Horo and Waikanae. Some 16% (6.74 km) of the highway length is within urban areas (50 km/hr or 70 km/hr speed limit).

State Highway 57 meets State Highway 1 just south of Levin and provides access to Palmerston North and through to the east coast of the North Island.

The length of State Highway 1 contained in this study includes fifteen bridges comprised of nine river and six rail crossings.

State Highway 1 is the major road connecting the Wellington Region with the remainder of the North Island. It also serves to connect adjacent small farming settlements to the centres within Horowhenua, especially Levin.

2.2.2 Highway Function

State highways should form an integrated national network comprising roads that:

- (a) (i) are strategic inter-district routes connecting locations of national economic significance such as:
 - significant centres of population

- major ports and airports
 - major industrial, forestry and agricultural areas
 - major tourist areas
- with a minimum number of parallel or alternative routes; and

- (ii) provide:
- the most convenient, efficient and safe route for through traffic
 - a minimum restraint on traffic capacity and legal weight and dimensional constraints for heavy commercial vehicles while taking into account social and environmental factors and the vulnerability of routes to natural hazards

or (b) in urban areas, are arterials carrying high volumes of traffic generally in excess of 40,000 vehicles per day.

The area of State Highway 1 contained in this study is part of the strategic national roading network providing access between Wellington (and the South Island) and the major part of the remainder of the North Island. It clearly, therefore, connects locations of national economic significance in an area where there are few if any practical alternative routes.

The Transit New Zealand State Highway Maintenance Manual (Ref No. 7) presently attributes a Group I ranking to this portion of State Highway 1, ie "those sections of the existing State Highways which are either motorways or major highways with express route purpose and high traffic volumes". This Group I ranking appears appropriate for the section of highway contained within this study.

In addition to its function as a nationally significant state highway route State Highway 1 in the Horowhenua District also provides access to rural properties and rural retail selling places and serves as a collector route for many local roads. It provides the spine for the Horowhenua District roading network and is central to the urban areas within Horowhenua, particularly Levin. Some of these present functions are not consistent with the provision of a safe and efficient state highway network.

In relation to the function of State Highway 1 in Horowhenua, the Regional Land Transport Strategy notes that highways "must be capable of carrying large numbers of vehicles, including heavy vehicles." It also contains a policy "to separate as much as possible heavily trafficked inter-district roads from residential and commercial areas". This indicates the Region's desire to see the local functions currently carried out on State Highway 1 in Horowhenua to be separated from the inter-district or national functions by provision of alternative State Highway routes.

The significance of State Highway 1 in the Horowhenua District to the national economy determines that its primary function must be that of serving traffic travelling along its length, providing a safe and efficient link in the state highway network. Property access is a secondary function which should not compromise the needs of traffic movement.

2.2 Problems

2.2.1 General

The purpose of upgrading the highway from Himitangi to Waikanae is to improve the level of service to the user and by so doing improve average speed and travel time, freedom to manoeuvre, reduce traffic interruptions and improve comfort, convenience and safety. It is expected that such improvements will maintain a high level of service for at least the following 25 years and beyond.

Traffic travelling north on SH1 at Waikanae has a number of significant destinations available -

- Otaki
- Otaki Beach
- Levin
- Waitarere Beach
- Foxton
- North of Foxton
- Palmerston North
- East Coast (via Manawatu Gorge)
- Northern North Island

The reverse applies for traffic travelling south which will have derived from such locations.

The 1996 strategy study report by Works Consultancy Services and the 1995 Levin Transportation Study by Traffic Design Group suggest a practical capacity for this highway of 16,000 - 18,000 vehicles per day. At the recent growth rate, this capacity will be reached in 6-10 years south of Levin.

The 1996 strategy study proposes some \$17.5 million of projects to address current highway problems. This is a substantial investment and, if this level of investment is to be made, it is important that it is in the context of the longer term needs of the highway. The mix of treatments and programming of events require more certainty to ensure funds can be applied to the most efficient and effective projects.

2.2.2 North of Levin

Seal widening, passing lanes and a potential bypass of Foxton are recommended in the 1996 strategy study. The study estimated the bypass volume for Foxton at 65% of the total flow. A methodology to accurately assess the bypass traffic is essential to determine the need for a bypass.

Although the previous study recommended northbound and southbound passing lanes at different locations, this contract shall give consideration to creating four lane sections, with a dividing median, as an overtaking facility.

A parallel study entitled Sanson - Himitangi Corridor Standards, has been completed, this has established appropriate seal width, turning bays and widening at property entrances. Reference shall be made to this study to ensure compatibility of standards.

This study shall include:

- (i) Developing a scheme for passing lanes.
- (ii) Establishing an accurate BCR for a Foxton bypass and, if above the cutoff, developing a scheme assessment.
- (iii) Developing a scheme assessment for the curves south of Foxton if the bypass is not a viable option.
- (iv) Establishing appropriate seal width and side road standards for the entire highway length and developing through to a completed scheme assessment.

2.2.3 South of Levin

A number of options are available for the long term improvement in capacity of the highway. The following have been identified from previous studies and the client's knowledge of the area. The identification of these options by no means limit the consultant in proposing other alternatives.

(i) Upgrading existing highway

Widening the highway to four lanes would provide a considerable increase in capacity but a number of other issues, in addition to property effects, require consideration.

There are many intersections and driveways along the route which currently contribute 35% of the total accident numbers. It is likely in the initial four lane operation that most of the intersections will remain at grade which, along with property accesses, are still likely to be significant accident contributors. As volumes grow, increasing restrictions are likely on turning traffic. The assessment will require analysis of such future restrictions and the associated mitigation measures which may be necessary.

(ii) Levin/Ohau/Manakau Bypasses

The 1996 strategy study, produced by Works Consultancy Services proposes various bypasses which would separate through traffic from that with local destinations. As the study length terminated at the Pukehou Rail Overbridge, their proposed bypasses largely paralleled the existing highway.

These bypasses should be evaluated further and an accurate assessment of traffic use is necessary to determine whether such a facility should be constructed as two lanes or four lanes. This will be largely influenced by the number and location of access points. Direct property access to the new facility would not be permitted.

(iii) New Route

The extended scope of this study introduces the possibility of a completely new highway from north of Levin to Peka Peka Road. This would allow a route to the west of Lake Horowhenua, which would not conflict with the recreational activities on the eastern side of the lake, and passing perhaps to the west of the Otaki Golf Course before rejoining SH1 near Peka Peka Road.

It is expected that any such alignment could comprise a mix of standards, e.g. a two lane facility with passing lanes, some intersections at grade with others grade separated. Standards appropriate to staged construction shall be considered, e.g. passing lanes may be best constructed as sections of divided four lane highway which could be joined in the future to provide a motorway style facility.

If a new highway becomes the viable option, the intent would be that there could be no property access and that intersections would ultimately be grade separated.

2.2.4 Option Recommendation

The consultant shall analyse all the above options, plus any variations to ensure the selection of an option is fully supported. Consideration of the form of connections and intersections shall form part of the evaluation. The evaluation should seek to satisfy the principal objectives of a most cost effective regime of programmed upgrades that maximise safety and efficiency.

2.2.5 Project Phases

In order for the client to be informed sufficiently at critical steps in the project and to achieve sufficient input into the study by way of policy decisions and option approvals and facilitate ongoing progress the project has been identified as having four distinct phases.

These are: **Review and Development
Strategy
Consultation
Scheme Reports**

All work carried out on this project shall be in accordance with the requirements of the Specifications - General and Specifications - Investigation and Reporting wherever applicable.

2.3 Objectives

The aim of this project is to establish a firm strategy for upgrading SH1 to reduce accidents and meet the growing traffic needs by:

- (a) determining the best options in routing particularly through or by-passing urban areas
- (b) developing a programme for implementation, and
- (c) carrying out investigations, consultations, economic and environmental assessments in order to produce a scheme report for each stage which defines the best alignment and supports planning applications for designation of the chosen routes.

3.0 INVESTIGATION PHASE

3.1 Review and Development

OUTCOME

The outcome of this review and development phase will be the presentation to the client of recommended options and an overall recommended "best route" corridor and strategy for achieving an upgraded highway in accordance with the client's objective and project philosophy.

3.1.1 Background

A number of reports have been prepared over the last 7 years relating to various aspects of traffic problems. A strategy study, completed in 1996 referred to these previous studies during its preparation. A peer review of the strategy study identified the need for accurate information on the origin and destination of traffic.

The Whirokino Trestle, south of Foxton, was subjected to considerable repairs several years ago and is currently being assessed for structural adequacy. This assessment will be made available to the successful tenderer.

To the south of this project, the Kapiti Coast District Council are proposing to construct a new route from Peka Peka Road, known as the Kapiti Urban Roding Project, to remove traffic destined for Waikanae Beach, Paraparaumu Beach and Raumati Beach from SH1.

All the previous reports contain a similar theme of the need to provide additional capacity for the growing traffic volume through and south of Levin, and to address safety and efficiency problems north of Levin.

3.1.2 Review

The following steps will be included in the review process.

(a) Initial pre-project briefing

The Consultant shall meet with the Client as soon as possible after the award of the tender to discuss

- the project in broad terms
- the Consultants programme
- the Clients expectations
- the Clients philosophies
- innovations or alternative approaches

(b) Review of Previous Reports

A number of reports have been produced over previous years proposing various options for improving the State Highway corridor.

These previous studies require review in order to rationalise the various options and assist with developing the required strategies and project outcomes.

The Consultant will assess and review all of the previous reports as identified in the list of inputs to the consultant and will include:

- review of options
- review of economics
- identification of other options or option amendments (this may involve deviations from the general corridor and include sub-options)

The review outcome will result in a list of options to be analysed in greater detail under step 3.1.3(ii) Transportation Analysis.

The Consultant should also arrange for aerial photography in colour and at a scale of 1 to 2000 on which to produce the recommended corridor. Photographs shall be such that the entire project length is shown and shall be wide enough to encompass the entire land width of the corridor.

3.1.3 Traffic Studies/Models

The Consultant shall determine the demand for travel within the study corridor for the next 25 years and shall carry out sufficient analysis to enable the options to be developed and their economic worth to be determined.

(i) Traffic Survey

A driver response survey is considered necessary to determine sufficient information as input into the analysis described in (ii) below. There is currently little information on trip origins and destinations.

Horowhenua District council have also requested that a number of questions be asked during the survey.

The Consultant will be required to -

- formulate the questions to be asked during the survey
- determine the locations at which the survey will be carried out
- liaise with Horowhenua District Council with regards to the questions they have requested (It has been suggested to Horowhenua that their questions may best be presented on a return mail handout which has a prize winner)
- present in writing to the Project Manager for approval the proposed locations, dates, times and details of questions to be asked. Such presentation shall include the detailed logic by which the consultant arrived at the selection.
- attend a meeting with the Project Manager to discuss the above.

(ii) Transportation Analysis

Any major deviations from the existing route may considerably affect travel patterns.

For example, if an expressway/motorway standard route were to be constructed from Peka Peka Road to the Waitarere Beach intersection, there may be diversions not only for traffic bound for Otaki and Levin, but also traffic bound for Palmerston North may prefer the new route plus State Highway 56 to the existing State Highway 57.

A suitable methodology such as trip assignment should be carried out to determine the traffic volumes that will use the existing routes plus two alternative client agreed networks. This will be accomplished by taking trip length, travel time and "pass by" trips (trips where removal of opportunity stops occurs).

The analysis must reflect the 25 year horizon to ensure adequate travel conditions exist for peak periods.

Inputs include -

- the traffic survey in (i) above,
- data from the various counting stations
- the 1995 Traffic Design Group "Levin Transportation Study".

(iii) Preferred Options

In developing the preferred options, the Consultant shall take into account the effects of reduced traffic on the existing roads, on maintenance costs and the effects of access restrictions on the new road, given that any new route is not intended to be a stimulus to adjacent land development.

3.1.4 Client Presentation

The Consultant shall prepare a written report on the review outcomes which shall be provided to the Client 2 weeks prior to a full formal presentation.

The presenters shall:

- Introduce the full written report
- Speak to and explain the aspects of the review and recommendation offered.
- Record minutes of the meeting including client comment.
- Review the Consultants programme
- Discuss with the client the phases of the project to follow.

The Client may wish to further consider the written report and presentation after which a further meeting with the Consultant may be required prior to commencement of the next phase in the project.

3.2 Strategy

OUTCOME

The outcome of this phase will be the presentation to the client of recommendations as to the stages for construction, programming and funding considerations.

To achieve this the Consultant will consider -

- (a) A programme for design and construction.
- (b) The economics for each stage including rates of return on investment.
- (c) A funding programme and cash flow forecasts.
- (d) Any interim treatments which may be considered necessary to maintain the integrity of the existing highway until full upgrading occurs.

A full written report will be produced and supplied to the Client two weeks prior to a full formal presentation of the strategy outcomes. The presenter shall:

- Introduce the full written report
- Speak to and explain the recommendations offered.
- Record minutes of the meeting including client comment.
- Review the Consultants programme

The Client may wish to further consider the written report and presentation after which a further meeting with the Consultant may be required prior to commencement of the next phase in the project.

3.3 Consultation

OUTCOME

The outcome of this consultation phase will be the refinement of the route and the presentation to the client of a written report and record on consultations held.

The Consultant shall consult with the relevant Local Authorities, the Regional Council, the Tangata Whenua and all other interested parties which are recognised by the Consultant or Client as having an interest at this stage of the project.

The Project Manager and/or other Client personnel may require to be party to meetings held and the Consultant will therefore need to advise the Project Manager of impending Consultation meetings.

The Consultant will be required to assist the Client in the preparation for and conducting of public meetings in

Foxton	- 1 meeting
Levin	- 2 meetings
Waikanae	- 1 meeting
Otaki	- 1 meeting.

The objective of this Consultation is to advise and explain the project, aid discussion, and consider and address comments, such that the preparation of the individual scheme reports to follow is facilitated more easily. Ultimately it is expected that this consultation process will play a major role in allowing planning consents for designation to proceed with little or no objection.

When carrying out consultation it is important that

- information is reduced to the simplest form consistent with the case to be presented or opinion being sought;
- care is taken to ensure that the recipients of information are clearly identified and that property coverage is obtained (eg. If an exhibition is to be held it may be necessary to provide a range of sites);
- information contained in handouts or household leafleting should not be based totally on the maps and diagrams which are familiar tools of planning. Large numbers of the general public do not find it easy to understand information presented in this way;
- consideration be given to the use of tape/slide presentations or other repeatable forms of audio visual presentation since these may be the most effective means of providing information. This is particularly important where some form of persuasion/presentation of the case for a particular project is being attempted;
- recognition be given to the fact that whilst the mass media have particular presentation skills and can provide a ready made channel for communications, their involvement may lead to loss of or change in the report emphasis desired by the planner. Good relationships and briefing are required for this to work well.

3.4 Scheme Assessment Report

OUTCOME

The outcome of this phase will be the presentation to the Client of full scheme assessment reports on separable portions of the total project.

3.4.1 Scheme Assessment Report

For all projects the Scheme Assessment Report must include the following:

- the requirements of TNZ Standard Specification Investigating & Reporting : 22 Sept 1997
- a detailed description of the existing highway deficiencies and confirmation of the treatment length
- development of desirable standards for the length, including seal width, intersection treatment and sight distances. Report by exception on standards that cannot be met.
- assessment of the speed environment and desirable geometric standards
- a full listing of options to rectify the deficiencies
- a detailed comparison of all options
- accident history including accident details and a diagrammatic plan of all accidents showing locations and type
- reference to relevant Strategy Studies
- consideration of alternative strategies to meet objectives; eg realignment, passing opportunities, variations to project length
- justification of intersection improvements by warrant requirements, additional construction cost and B/C
- an assessment of existing rigid obstacles within the road reserve. Report on alterations required to facilitate works and maintain clear zones
- investigate flag lighting at all side road intersections and sign upgrading
- an assessment of batter slopes where they may be affected by the works. Where a proposed design involves clearing or reshaping a slope, a risk assessment of failure should be provided. This should be expanded upon in the later Design Report.
- project economics.
- record of all discussions with consent authorities, landowners, etc

The following steps will be required:

- (a) Discussions with Client

Following completion of the consultation phase the Consultant shall meet with the Client to:-

- review the project phases to date

- discuss the outcome of the consultation process
- agree on the separable portions of the project for which scheme reports will be required
- agree on the priority order for presentation of scheme reports

(b) Geotechnical Assessment Report

The Consultant shall prepare a preliminary report outlining a proposed geotechnical assessment programme including testing requirements for each separable portion agreed to by the client.

The Consultant will present and discuss this report with the Client and obtain approval to the geotechnical assessment programme including the extent and type of testing proposed.

A final report of the approved geotechnical assessment programme for each separable portion shall be prepared by the Consultant and provided to the Client.

(c) Preparation of scheme assessment reports

The Consultant shall prepare all scheme assessment reports as agreed in discussion with the Client. The scheme assessment reports will be prepared in accordance with the requirements of the Specifications and presented to the Client as required by the Time Schedule. It is expected that scheme assessments will be required covering the full study length.

(d) Safety Audits

A safety audit for each scheme report is required. Generally, the Consultant need only nominate a one person audit team.

(e) Planning Consents

Planning consent applications for each scheme report shall be prepared in accordance with the specifications.

The Consultant shall prepare the appropriate notice of requirement and supporting information in accordance with the Resource Management Act. Documents are to be in the name of Transit New Zealand and shall be sent to the client, along with the outline Plan and all supporting documentation. Following acceptance by the client, the consultant shall lodge the requirement inclusive of the appropriate fee (the fee is payable to the consultant as a disbursement) and shall prepare evidence and be available to attend any planning hearing.

The consultant shall be responsible for ensuring that sufficient survey, consultation and design work is undertaken to define the extent of works and the impacts on the landscape to satisfactorily complete the AEE.

The environmental assessment shall:

- a) Provide a general description of properties affected by the project including their current use, and describe the effects of the proposed works on those properties.
- b) Provide an assessment of any actual or potential effects (beneficial and adverse) that the work may have on the environment and the mitigation of those effects.
- c) Include a plan of the proposed designation plus detailed plans of land required from each property or colour aerial photography.

(f) Cross Section Standards

Sealed shoulder widths on two lane sections shall be a minimum of 1.5m wide. Consideration shall be given to providing sealed shoulders up to 2.5 m wide. The cross section for four lane sections shall consist of 2.5 m wide sealed shoulders on the left and 1.0 m on the right. The median width shall be 10 metres.

(g) Intersection Standards

As stated earlier, it is expected that there will be a mix of "at grade" and grade separated intersections. The consultant shall include the most appropriate, and economically justified, intersection treatment in the Scheme Assessment. For intersections where grade separation cannot be justified immediately, the consultant shall assess the expected date at which grade operation would occur, produce a scheme for such grade separation, and include sufficient land for both options in the land plan.

(h) Contingency Factors for Construction Cost Estimates

The following scale of minimum contingency factors shall apply to construction cost estimates for the purpose of calculating B/C ratios and for seeking funding allocations for construction.

Stage	Earthworks	Other Works
Project Feasibility Report	30%	20%
Scheme Assessment	25%	15%
Design	20%	10%
Contract	10%	5%

3.4.2 Limited Access Roads

Legal crossing location and type information may be obtained from TNZ's Planning Engineer. This information must be confirmed on site and any variation from this, eg unrecorded crossings, obsolete crossings, etc, should be reported upon in the Scheme Assessment. A scaled plan or aerial photograph of scale no less than 1:4000 should be appended, showing legal boundaries and all existing crossings.

During the design stage, sight distances and general geometric compliance with minimum standards should be checked. The Consultant shall liaise with the Project Manager as to action to be taken in cases of deficient crossings.

3.4.3 Field Testing

All test pits shall be backfilled, compacted thoroughly and surfaced with a cold mix or similar, on the day of the excavation. The Consultant shall be responsible for notifying TNZ's Network Maintenance Manager immediately prior to undertaking the test pits and shall confirm completion. This will enable the programming of full reinstatement by the Network Maintenance Contractor.

3.4.4 Pavement Design

The Austroads manual "Pavement Design: A Guide to the Structural Design of Road Pavements" and its New Zealand supplement have been adopted by Transit New Zealand for use in New Zealand. The design procedures described shall be applied to pavement design under this contract.

3.4.5 Design Philosophy Statement

The purpose of the Statement is to define, for the client, reviewer and subsequent designer, all the assumptions, testing, applied standards and calculations by which the designer arrived at the recommended design.

Design Statement

The consultant shall prepare a design statement which shall establish the factors which influence the design, the alternative forms the design can take, the reasons for the selection of one of these alternatives and an assessment of cost.

i) Design Statement Text

The design Statement shall provide sufficient data to permit a full review of the proposal, and shall consist of four sections:

(a) Introduction

General description the site.

(b) Factors Which Influence the Design

All significant factors which affect the design shall be discussed. These include:

- Geometrics
- Foundation conditions
- Materials
- Construction methods
- Structural detail requirements
- Environmental constraints

(c) Alternative Options

Generally at least two alternative designs shall be considered. Principal features of all designs considered shall be described, including the mode of behaviour, design approach, and maintenance requirements.

An estimate of cost shall be given for each alternative.

(d) Recommendation

The design shall provide justification for the chosen design. This shall be the design which is the most appropriate solution and gives the best value for money, taking account of both construction and maintenance costs. This is not necessarily the cheapest. The designer shall also recommend such further investigation as is considered necessary for completion of the final design.

Each Design Statement shall be signed by the author and dated, and approved by a senior design representative of the consultancy. Space shall be left at the end for endorsement and comments by Transit New Zealand's agent.

ii) Design Statement Drawings

The design chosen shall be shown on the Design Statement drawings. Other alternatives considered may also be shown in less detail.

3.4.6 *Peer Review*

The consultant shall include, for the Project Manager's approval, an appropriate independent consultant to review the completed Investigation & Report Phase. Note Transit New Zealand reserves the right to nominate an alternative Peer reviewer. This peer review shall include a review of -

- The level of laboratory investigations.
- The design parameters.
- The estimate for the project.
- The economic evaluation of the project.

- The appropriateness of the recommended option including the assumptions on which the recommendation is based.

The Consultant shall allow in his tender for liaison, payment of the reviewer, and alteration to the proposal in accordance with the agreed review results.

3.4.7 *Safety Audits*

TNZ Standard Specification Contract Management : 22 Sep 1997 Clause 6.12.

3.4.8 *Variations*

At the direction of the Project Manager and subject to successful negotiation of price and deliverables, additional projects may be added to this contract.

3.4.9 *Public Presentation*

The Consultant shall arrange, and meet the cost of, a venue in Levin for a public presentation of the draft scheme assessment, adjusted to meet the Clients requirements. He shall supply high standard display boards and staff to fully advise the public of the scheme, and shall be in attendance from 10.30 am until 9.00 pm.

DELIVERABLES AND TIME SCHEDULE

General

With reference to Clause 10 of the General Conditions of Contract, ownership of deliverables or part deliverables which are listed below and which comprise of items which are extracted, taken or built from documents, data or information bases belonging to the Client, remains with the Client.

If the Consultant wishes to exert copyright or other ownership of intellectual property in relation to goods or services supplied during the Project, then the Consultant shall so state in the tender and specify the goods or services affected by the exertion. However, Transit New Zealand requires the Consultant to grant to Transit New Zealand and its employees and contractors the unlimited licence to use all of the Consultant's goods and services including (for example but without limitation) all models, studies, reports and software systems, not only during the course of the Project but at any time subsequent to the finishing of the Project whenever Transit New Zealand considers it necessary.

Programme For Deliverables

The following is the Time Schedule for Deliverables. It outlines the major/milestone deliverables but is not to be deemed all-inclusive. Further deliverables with delivery dates and times may be specified in the scope and specifications.

DELIVERABLE	TIME FOR DELIVERY
<i>Contract Management</i>	
1. Consultant's Draft Baseline Programme	Within 1 week of acceptance of tender.
2. Consultant's Project Quality Plan	Within 2 weeks of acceptance of tender.
3. Consultant's Monthly Report	By the 10th day of each month.
4. Accrual Report	By the 10th day of each month.
5. Public Relations Report	Within 48 hours of an incident.
6. Accident Report	As soon as possible.
7. Annual Formal Review	
8. Quarterly Major Projects Report	By 31 March, 30 June, 30 September and 31 December of each year.

DELIVERABLE

TIME FOR DELIVERY

Review & Development

9. Initial pre-project briefing
10. Draft Scoping Report
11. Final Scoping Report

Within 2 weeks of acceptance of tender
 Within 3 weeks of acceptance of tender
 Within 1 week of receipt of the Client's
 comments on Draft Scoping Report

12. Meeting to discuss traffic survey proposal
13. Complete traffic survey
14. Complete Transportation Model
15. Presentation to Client of preferred option

Within 4 weeks of acceptance of tender
 Within 8 weeks of acceptance of tender
 Within 12 weeks of acceptance of tender
 Within 16 weeks of acceptance of tender

Strategy

16. Completion of draft report
17. Completion of final report

Within 20 weeks of acceptance of tender
 Within 24 weeks of acceptance of tender

Consultation

18. Completion of consultation report
19. Public Meetings

Within 12 weeks of client acceptance of final
 strategy report
 Within 12 weeks of client acceptance of final
 strategy report.

Scheme Assessment Report

20. Discussions with Client
21. Geotechnical Assessment Programme
22. Draft Scheme Assessment Report
23. Public Presentation
24. Final Scheme Assessment layout
25. Planning consent documentation

Within 2 weeks of completion of consultation
 report.

To be presented at discussions with Client in
 20. Above.

Within 16 weeks of acceptance of
 Geotechnical Assessment Programme

Within 4 weeks of client acceptance of draft

Within 4 weeks of Public Presentation

With final scheme assessment report

INPUTS PROVIDED BY CLIENT

A. TO TENDERERS

The following items will be made available for perusal by the Tenderer at the office of the Regional State Highway Manager. Transit New Zealand takes no responsibility for the accuracy or adequacy of each item, which is offered in good faith.

1. Transfund *Competitive Pricing Procedures Manual* Vol 1: Physical Works and Professional Services: 1 February 1997.
2. Transit New Zealand *State Highway CPP Tender Evaluation Manual*, August 1994.
3. Maori Consultation Information Maps showing iwi and hapu locations and boundaries, customary and other land interests and detailing contact names and addresses of Maori organisations and office holders.
4. Project Information Sheets.
5. Project Feasibility Reports.

B. TO THE CONSULTANT

Upon acceptance of tender the following information, in addition to the project related items listed above, will be made available to the Consultant:

1. Client Personnel - No personnel will be provided.
2. Network Maintenance Management Consultant contact.
3. TAR Accident Records.
4. Horowhenua District Council letter titled "Proposed Transit Visitor Destination Survey
5. 1991 Works Consultancy Services Levin Bypass Study
 - Summary Report
 - Technical Appendices
 - Business Impact Study
 - Farm/Horticultural Assessment
 - Consultation Notes
 - Public Submissions
6. 1995 Traffic Design Group Levin Transportation Study
 - Summary Report
 - Transport Model Development

Contract No PSW-13

7. 1996 Works Consultancy Services Strategy Study
 - Study
 - Partial Review by Barry Coghlan
 - Response to Review
8. 1997 Opus International Consultants
Kapiti Urban Roding Project
Options and Issues
9. - 1997 Bloxam Burnett & Olliver
Whirokino Trestle Bridge SH1 : RP 973/11.72
Condition Report
10. 1998 Worley Consultants Ltd
Sanson to Himatangi Corridor Study
SH1 RS 850 - 873

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PROJECT MANAGER

The Project Manager for Transit New Zealand as defined in the General Conditions is:

Graham Taylor
Projects Manager
Transit New Zealand
Box 345
WANGANUI

Ph: (06) 345-4173
Fax: (06) 345-7151

Attention is drawn to the role of Project Manager as the Client's representative in terms of this contract.

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INSURANCE

A LIMITATION SUM

The limitation sum shall be \$200,000 (two hundred thousand dollars) for each and every claim.

B PROFESSIONAL INDEMNITY INSURANCE: PERIOD BEYOND PROJECT COMPLETION REQUIRED TO COVER

Investigation and Reporting shall be in full force for 3 years

Design and Documentation shall be in full force for 3 years

Management and Supervision shall be in full force for 3 years.

C PUBLIC LIABILITY INSURANCE

Shall have a limit of indemnity of \$2,000,000.00

D CONTRACT WORKS

Insurances shall be provided in accordance with the Transit Standard Specification *Management, Surveillance and Quality Assurance*.

Josephine Draper

From: Alick Shaw
Sent: Thursday, 10 September 2009 11:11 p.m.
To: Geoff Dangerfield
Subject: RE: NZTA - Board Paper 09/09//0268 - Extending Kapiti Consultation

OK

From: Bernice McLaughlin
Sent: Thursday, 10 September 2009 6:10 p.m.
To: Brian Roche; Garry Moore; Paul Fitzharris; Bryan Jackson; Grahame Hall; Alick Shaw; Christine Caughey
Cc: Colin Crampton; Deborah Hume; Andrew Knackstedt; Rob Whight; Josephine Draper
Subject: NZTA - Board Paper 09/09//0268 - Extending Kapiti Consultation

Dear Board members,

Please find attached Board Paper 09/09/0268 (Extending Kapiti Consultation) and attachments which has arisen following ongoing dialogue with the Minister regarding the current status of consultation.

Regards,
Geoff

Geoff Dangerfield
Chief Executive

NZ Transport Agency
NATIONAL OFFICE
Victoria Arcade
44 Victoria Street
Private Bag 6995
Wellington 6141
New Zealand
T 64 4 894 5400
F 64 4 894 6100
www.nzta.govt.nz

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#####

Josephine Draper

From: Brian Roche
Sent: Thursday, 10 September 2009 10:26 p.m.
To: Geoff Dangerfield; Garry Moore; Paul Fitzharris; Bryan Jackson; Grahame Hall; Alick Shaw; Christine Caughey
Cc: Colin Crampton; Deborah Hume; Andrew Knackstedt; Rob Whight; Josephine Draper
Subject: Re: NZTA - Board Paper 09/09//0268 - Extending Kapiti Consultation

II agree with the recommendation.
Brian

----- Original Message -----

From: Geoff Dangerfield
Sent: 10/09/2009 06:10 p.m. ZE12
To: _____
Subject: NZTA - Board Paper 09/09//0268 - Extending Kapiti Consultation

Dear Board members,

Please find attached Board Paper 09/09/0268 (Extending Kapiti Consultation) and attachments which has arisen following ongoing dialogue with the Minister regarding the current status of consultation.

Regards,
Geoff

Geoff Dangerfield
Chief Executive

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Josephine Draper

From: Bryan Jackson
Sent: Thursday, 10 September 2009 8:49 p.m.
To: Geoff Dangerfield; Brian Roche; Garry Moore; Paul Fitzharris; Grahame Hall; Alick Shaw; Christine Caughey
Cc: Colin Crampton; Deborah Hume; Andrew Knackstedt; Rob Whight; Josephine Draper
Subject: Re: NZTA - Board Paper 09/09//0268 - Extending Kapiti Consultation

Hi Geoff,

I guess following the three meetings held yesterday this was always going to be the situation. Interestingly, the Council are opposed to the third option (this opposition is reported in today's Kapiti News!!)

You obviously need a response to the recommendations. I am happy to move them and vote in favour.

Regards,

Bryan

----- Original Message -----

From: _____

To: _____

Cc: _____

Sent: Thursday, September 10, 2009 6:10 PM

Subject: NZTA - Board Paper 09/09//0268 - Extending Kapiti Consultation

Dear Board members,

Please find attached Board Paper 09/09/0268 (Extending Kapiti Consultation) and attachments which have arisen following ongoing dialogue with the Minister regarding the current status of consultation.

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Geoff

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Chief Executive

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Josephine Draper

From: Christine Caughey
Sent: Sunday, 13 September 2009 6:08 p.m.
To: Geoff Dangerfield; Brian Roche; Garry Moore; Paul Fitzharris; Bryan Jackson; Grahame Hall; Alick Shaw
Cc: Colin Crampton; Deborah Hume; Andrew Knackstedt; Rob Whight; Josephine Draper
Subject: Re: NZTA - Board Paper 09/09/0268 - Extending Kapiti Consultation

Hi Geoff

I support the recommendations contained in the Board Paper 09/09/0268.

Regards

Christine Caughey

----- Original Message -----

From: _____
To: _____
Cc: _____
Sent: Thursday, September 10, 2009 6:10 PM
Subject: NZTA - Board Paper 09/09/0268 - Extending Kapiti Consultation

Dear Board members,

Please find attached Board Paper 09/09/0268 (Extending Kapiti Consultation) and attachments which has arisen following ongoing dialogue with the Minister regarding the current status of consultation.

Regards,
Geoff

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#####

Josephine Draper

From: Garry Moore
Sent: Monday, 14 September 2009 9:14 a.m.
To: Geoff Dangerfield
Subject: RE: NZTA - Board Paper 09/09//0268 - Extending Kapiti Consultation

Geoff

Apology for not replying earlier. I read it on my BlackBerry and thought "that's OK" and then didn't send you anything.

Gazza

From: Bernice McLaughlin

Sent: Thursday, 10 September 2009 6:10 p.m.
To: Brian Roche; Garry Moore; Paul Fitzharris; Bryan Jackson; Grahame Hall; Alick Shaw; Christine Caughey
Cc: Colin Crampton; Deborah Hume; Andrew Knackstedt; Rob Whight; Josephine Draper
Subject: NZTA - Board Paper 09/09//0268 - Extending Kapiti Consultation

Dear Board members,

Please find attached Board Paper 09/09/0268 (Extending Kapiti Consultation) and attachments which has arisen following ongoing dialogue with the Minister regarding the current status of consultation.

Regards,
Geoff

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Chief Executive

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Josephine Draper

From: Grahame Hall
Sent: Thursday, 10 September 2009 10:09 p.m.
To: Bryan Jackson; Geoff Dangerfield; Brian Roche; Garry Moore; Paul Fitzharris; Alick Shaw; Christine Caughey
Cc: Colin Crampton; Deborah Hume; Andrew Knackstedt; Rob Whight; Josephine Draper
Subject: RE: NZTA - Board Paper 09/09//0268 - Extending Wapiti Consultation

Greetings Geoff

Thanks for the attached. If required I'm happy to second the recommendation and in doing so it highlights we do acknowledge the importance of consultation and are prepared to accommodate wider views.

Regards

Grahame

From: Jackson
Sent: Thursday, 10 September 2009 8:49 p.m.
To: Geoff Dangerfield; Brian Roche; Garry Moore; Paul Fitzharris; Grahame Hall; Alick Shaw; Christine Caughey
Cc: Colin Crampton; Deborah Hume; Andrew Knackstedt; Rob Whight; Josephine Draper
Subject: Re: NZTA - Board Paper 09/09//0268 - Extending Kapiti Consultation

Hi Geoff,

I guess following the three meetings held yesterday this was always going to be the situation. Interestingly, the Council are opposed to the third option (this opposition is reported in today's Kapiti News!!)

You obviously need a response to the recommendations. I am happy to move them and vote in favour.

Regards,

Bryan

----- Original Message -----

From: _____
To: _____
Cc: _____
Sent: Thursday, September 10, 2009 6:10 PM
Subject: NZTA - Board Paper 09/09//0268 - Extending Kapiti Consultation

Dear Board members,

Please find attached Board Paper 09/09/0268 (Extending Kapiti Consultation) and attachments which has arisen following ongoing dialogue with the Minister regarding the current status of consultation.

Regards,

Geoff

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Chief Executive

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Version: 8.5.409 / Virus Database: 270.13.86/2355 - Release Date: 09/10/09 05:50:00

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Josephine Draper

From: Paul Fitzharris
Sent: Friday, 11 September 2009 9:35 p.m.
To: Geoff Dangerfield; Brian Roche; Garry Moore; Bryan Jackson; Grahame Hall; Alick Shaw; Christine Caughey
Cc: Colin Crampton; Deborah Hume; Andrew Knackstedt; Rob Whight; Josephine Draper
Subject: Re: NZTA - Board Paper 09/09//0268 - Extending Kapiti Consultation

I agree with the recommendation
Sorry for delay in response

Paul Fitz

From:
To:
Cc:
Sent: Thursday, 10 September, 2009 6:10:02 PM
Subject: NZTA - Board Paper 09/09//0268 - Extending Kapiti Consultation

Dear Board members,

Please find attached Board Paper 09/09/0268 (Extending Kapiti Consultation) and attachments which has arisen following ongoing dialogue with the Minister regarding the current status of consultation.

Regards,
Geoff

Geoff Dangerfield
Chief Executive

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