

2006
ANNUAL GENERAL
MEETING

7.30pm
8 Oct 2006
Skyline Gondola,
Queenstown

NOTICE AND AGENDA

NOTICE OF ANNUAL GENERAL MEETING 2006

Members of the IPENZ Transportation Group are formally advised that the 2006 Annual General Meeting of the IPENZ Transportation Group is to be held from 7.00pm on Sunday 8 October 2006 at the Skyline Gondola Complex – top of the Gondola – Brecon Street, Queenstown. All Group members are warmly invited to attend.

AGENDA

1. Apologies
2. Minutes of Previous Meeting (4 September 2005)
3. Chairman's Report
4. Treasurer's Report
5. Matters Arising
6. Transportation Conference 2007 and 2008
7. Update on Draft Rules
8. Group History
9. Alternative Paths to CPEng
10. General Business
11. Election of National Management Committee
12. Closing

Background material and reports to be delivered to the AGM will be circulated approximately one week prior to the meeting.

Don McKenzie
Group Administrator

AGM 2005 MINUTES

Memorandum

To: IPENZ Transportation Group - Management Committee
CC: TG Branch Committee
From: Don McKenzie
Date: 16 September 2005
Subject: **Draft Minutes of 2005 Annual General Meeting**

Venue: Hyatt Regency Hotel Ballroom, Auckland
Time: 3.00pm , Sunday 4 September 2004

Agenda item	Discussion / decisions / actions	Who?
Present	Alan Nicholson (chair), Don McKenzie (secr.), Axel Wilke, Wayne Osmer, Tony Spowart, Dave Gamble (of the Management Committee) plus approx 35 TG members.	
Apologies	Susan Cambridge, Tony Francis, Lyndon Hammond Moved " <i>That the above apologies be accepted</i> " McKenzie/Nicholson - CARRIED	
Minutes of Previous Meeting	Moved " <i>That the minutes of previous AGM (held on 5 Sept 2004 in Wellington) be taken as a true and correct record</i> ". Nicholson/Wilke- CARRIED	
Election of Management Committee	Moved " <i>That the current Management Committee be re-elected for the coming year</i> ". Nicholson/Greenwood- CARRIED BY ACCLAMATION	
Chairman's Report	Alan presented his Chairman's report, highlighted Focus Groups, membership status, preparation of submissions and on-going review of the process, preparation of article for AA, liaison meeting with LTNZ in August, Urban Design Protocol, improvements in LTNZ's recognition of the need for Standards and Guidelines, Group policy register under development; recognition of IPENZ "FutureInTech" programme and weighing this against need for updating TG "brochure, new format for Roundabout; the passing of Mikes Gadd and Alan Williman. Moved "That the Chairman Nicholson/McKenzie CARRIED	
Treasurer's Report	Axel presented his report and draft budget - highlighting the Group's desire to spend more but	

	<p>unfortunately not achieving this during 2005. The TMW now TC increases in financial success, increases in honoraria for submissions and Group Administrator, together with increasing membership. Moved <i>“That the treasurer’s report be received”</i>.</p> <p style="text-align: right;">Wilke/Spowart CARRIED</p>	
<p>Matters Arising</p>	<p><u>History Project</u></p> <ul style="list-style-type: none"> • Malcolm spoke to his History project and the increasing efforts especially in regard to electronic references. He drew recognition to the particular way in which TG operates and the interesting parallels with historical transport activities. • Tim Hughes referred to his being only one of two traffic engineers at Urbanism Down Under; and particularly the perceptions of other professions eg. architecture, town planners. <p><u>Media Policy</u></p> <ul style="list-style-type: none"> • Larry Cameron drew attention to the Media Policy adopted with driving force from Wellington Branch. This policy has now been adopted (leaving aside the policy prize matter) by the Management Committee. <p><u>Branch Funding</u></p> <ul style="list-style-type: none"> • Larry requested that Management Committee consider allocation from the TC/TMW surplus to the hosting branch. This had been considered previously by MC and rejected. • Dave Gamble cautioned over associated risk if a TMW/TC was to generate a negative surplus. • Axel noted that if a Branch had financial difficulties or special projects then extra funds are available on application to MC. • Larry highlighted increased running costs within Wellington, and increased costs of centres within a Branch such as Wanganui and Napier/Hastings. Wgtn Branch wants to increase its support of these sub-areas. <p><u>National Committee Structure Project</u></p> <ul style="list-style-type: none"> • Alan put the six recommendations from Stuart’s report. • Bruce Conaghan discussed Auckland/Northland branch opposition to circulating committed structure. Bruce recommended against the first three recommendations. • Dave Gamble confirmed that Southern Branch would elect 	

	<ul style="list-style-type: none"> • Ian A noted Branch chair's on committee. Would be quasi-national committee, face to face meetings versus phone conference. • Dave Wilmott spoke about need for higher level experience at national committee. • Alan Nicholson noted that employment of admin/support people would have to be via IPENZ. • Murray Noone spoke about the need for strategic focus of TG and comparison with other professional groups. Murray supports change. • David Wilmott suggested/moved in principle that a standing National Committee be established with the detail of structure and modus operandi being developed by first committee. • Alan Nicholson responded that due to such short notice, the ability to consider the alternative proposal is limited and a Special General Meeting would need to be called. • Malcolm cautioned about comparisons with ITE/IHT. He considered it was wrong to assume TG has not had clout in past. He considered that the rotating philosophy was designed to make the best use of talents around the Group, and he wished to separate the National Committee from the local Committees. • Tim discussed and supported incremental rather than wholesale change. • Bill Greenwood supported rotating committee to increase the representation of engineering within the country. • Alan put the motion included in Stuart's report: <ul style="list-style-type: none"> a) <i>That the existing regionally-based arrangement for the operating the National Committee be retained, with the extension to circulating between all five branch areas.</i> 21 in favour, 15 against - CARRIED b) <i>That if a branch area does not consider itself able to host a term of the National Committee when its turn occurs, that the hosting passes to the next branch area.</i> CARRIED c) <i>That the circulation pattern be from north to south, and returning to the Auckland/Northland branch following the Southern branch term.</i> CARRIED d) <i>That the last chair of the National Committee at its previous host centre be a member of the National Committee ex-officio.</i> CARRIED e) <i>That the chairs of each branch of the Transportation Group (or their nominee from their branch) be accepted as members of the National Committee.</i> CARRIED f) <i>That the National Committee be instructed to review the Group's Rules and Strategic Plan (2003) and process any necessary</i> 	
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	<i>adjustments to clarify, enable and enact the above recommendations.</i>	
	CARRIED	
Transportation Conference	<p><u>TC 2006</u></p> <ul style="list-style-type: none"> • Dave Gamble confirmed the planning has commenced for the 2006 conference to be held in Queenstown, with dates to be confirmed. <p><u>TC 2007</u></p> <ul style="list-style-type: none"> • Initial interest expressed by Tauranga/BOP Branch. Management Committee to confirm. 	McKenzie
Safety Audit Register	<ul style="list-style-type: none"> • Ian Appleton presented summary of proposal for a register. LTNZ do not consider this to be their responsibility. • Recommendations that TG set-up a register road safety audit register (referred to in remit). • Ross Thompson recommended Signals Group included in consideration as regards specialist signal experience. • Alan Nicholson noted MC concerns of accountability and accreditation. • Malcolm Douglass cautioned absence of register and support for TG to maintain register. • Ian to present remit. 	
General Business	<p><u>Submissions</u></p> <ul style="list-style-type: none"> • Alan discussed the MC's challenges of short timeframes available for response, ensuring adequate communication paths across all members. Alan confirmed that the MC would be improving the process and noted that perhaps all submissions would be accompanied by the "rider" (as per Alan's suggestion). • David Wilmott requested that the alternative view should be put in submission, requested survey of members (eg IPENZ). • Axel sounded note of caution about strength of submission preference that divergent views (case by case) be included. • Bob Gibson (as receiver of submissions) appreciated Axel's comment about value, individuals can always send • Roger Dunn suggested reference within submission text to the Management Committee rather than majority view of Group. • Brian Ward suggested that the absence of a response from members should indicate tacit approval. 	
	Meeting closed 5:00 pm	



Management Committee
Chair : Dr Alan Nicholson
C/-Department of Civil Engineering
University of Canterbury
Private Bag 4800
CHRISTCHURCH

CHAIRMAN'S REPORT

IPENZ TRANSPORTATION GROUP

Annual Report 2005/06

Introduction

The Christchurch-based Management Committee (MC) has completed the third and final year of its term managing the affairs of the Transportation Group. Our five Branches (Auckland/Northland, Waikato/Bay of Plenty, Central, Canterbury/West Coast and Southern) have continued, with the aid of a small annual grant each, to provide services for members within their areas, as described in the attached Branch reports.

Group Structure

The Group continues as a Technical Interest Group (TIG) of IPENZ, as agreed at the 2004 AGM, and events since then have not given the MC cause to regret that decision.

As a TIG, we are part of IPENZ and are bound by the IPENZ Rules for TIGs. The MC has undertaken a review of our Rules, to recast and adjust them so that they are in harmony with the IPENZ Rules for TIGs. The proposed new Rules have been distributed with the papers for the 2006 AGM, to enable discussion of them at the AGM, prior to sending them to IPENZ for their approval.

The 2005 AGM considered and approved a proposal that the MC continue to rotate at three year intervals, rather than be located permanently in Wellington or elsewhere. It approved the inclusion of Dunedin and Hamilton (along with Auckland, Wellington and Christchurch) within the rotation, on the understanding that Branches could opt out of taking their turn. The Southern Branch has opted out of taking a turn and the MC will shift to Auckland after the 2006 AGM and progress every three years in a southerly direction through the country.

The MC approved the establishment of a fourth Special Focus Group (SFG), to go with the Traffic Signals Focus Group (SNUG), the Integrated Transportation Planning Focus Group, plus the Trips and Parking Database Bureau. The establishment of new Urban Design SFG (led by Wes Edwards and Chris Harris) was prompted by the Government's Urban Design Protocol and the desire to ensure that the important role of transport system design and management in achieving a high level of urban amenity.

The MC has almost completed the preparation of a 'policy register' incorporating policy decisions of successive MCs, to facilitate a high level of continuity despite the three-yearly shifts of the MC.

Membership

According to IPENZ, the current number of members is 864, which is about 37% greater than the number at the beginning of our three year term. The gain in membership is largely due to the growing number of people employed in the transportation planning and engineering sector, along with membership campaigns during 2005 and 2006. An analysis of our membership records reveals that 422 (almost half of our members) are employed in the following eight organisations (the number of members is shown in parentheses): Opus (84), MWH (75), Transit (68), Beca (53), Land Transport (48), Traffic Design group (45), GHD (27), and Maunsell (22).

During 2006, the MC became aware that the UK Institution of Highways and Transportation (IHT) were considering establishing an IHT branch here in NZ. I am pleased to advise that, with the assistance of Andrew Cleland (IPENZ CEO), we are pursuing an arrangement with the IHT, whereby our Group is paid by the IHT to allow their members in NZ to participate in our activities. It is hoped that members of our Group living in the UK will be able to participate in IHT activities in the UK.

Submissions

The MC has in the past year made submissions on:

1. Auckland Road Pricing Evaluation Study : Ministry of Transport;
2. Driver Licensing Amendment Rule (No. 2) (Older Drivers); Land Transport NZ;
3. Rail Safety Targets; Ministry of Transport;
4. Revised Vehicle Exhaust Emissions Rule; Land Transport NZ.

The MC has continued to make ex gratia payments to members with appropriate expertise, to prepare draft submissions for MC discussion and circulation to TG members, and to revise the submissions taking account of the comments received. This has greatly assisted the preparation of submissions.

The timeframe for making submissions is sometimes quite short, limiting the time available for obtaining comments on draft submissions. Members are encouraged to send comments on draft submissions promptly. Some matters upon which submissions are made are rather contentious, and there is consequently a range of views among members. The MC does not believe it is necessary to have the unanimous agreement of members, because this would preclude our making a submission on such matters. The MC believes that when there is a view held by a clear majority of members, then it should be made known to decision-makers.

There was considerable discussion at the 2004 AGM about the Government decision not to proceed with intersection priority rule changes. An approach to members of Parliament was considered, but the MC decided to collaborate with the NZ Automobile Association in preparing an article for publication by the AA, in an effort to make the public aware of the substantial net benefit expected to arise from changing the priority rules. The possibility of surveying AA members was considered but was not pursued because of the cost involved. A brief article was eventually published in AA Advocate in July 2006, but the MC was not aware until after publication. We were therefore unable to capitalise on the opportunity to present our case for priority rule changes, to arouse public awareness and get the matter onto the Government's agenda.

Professional Development and Awards

The IPENZ Transportation Conference (previously the Traffic Management Workshop) has continued to be the Group's flagship professional development event, with the re-naming (to recognise the broad range of issues addressed) not adversely affecting participation. The format has continued to involve workshop sessions dealing with short remits, as well as sessions for the presentation and discussion of more substantial papers describing research or developments in engineering practice. The Transportation Conference continues to be a substantial source of income.

The numerous Branch meetings continue to provide plenty of opportunities for members to develop professionally, with meetings often involving speakers from overseas or other areas of

NZ. The MC is keen to facilitate meetings with overseas visitors with relevant expertise, and members aware of such opportunities are encouraged to advise the MC.

Although our Group is viewed favourably within IPENZ as being very active in providing services to members, the MC has sought to increase those services, making grants to members to attend various conferences and workshops (e.g. the Australian Institute of Traffic Planning and Management (AITPM) Annual Conference), and report to the Group via articles in Roundabout. We have also made a substantial study award (to Shane Turner), and funded several overseas experts to make presentations to Branches, but our financial reserves have remained much the same. The MC has recently decided to recommend to the incoming committee that it spend funds on research grants for postgraduate students (to assist those striving to improve their knowledge and skills).

We are pleased that 3M New Zealand has agreed to continue sponsorship of the annual “3M Traffic Safety Innovation Award”, which was won in 2005 by a team led by Graeme Doherty for the median wire-rope barrier on SH1 north of Wellington. This award, which was previously known as the “3M Traffic Engineer of the Year Award”, was re-named and re-cast, to facilitate the nomination of projects undertaken by teams. The MC would like to see a greater number of applications, and encourages members to consider submitting applications for the safety-related projects being implemented around the country.

Standards and Guidelines

The MC continues to be concerned about the lack of appropriate Standards and Guidelines for use in NZ. We have previously raised the matter with the RCA Forum and Land Transport NZ, and we look forward to the situation being remedied in the reasonably near future. This issue is of great importance to many Group members, and the situation should be monitored closely.

Promotion

Members of the Group continue to seek promotion of transportation planning and engineering as a challenging and satisfying career. IPENZ is receiving substantial Government funding for its “Futureintech” initiative, which is aimed at increasing enrolments in tertiary study in technology, science and engineering, and ensuring that teachers and career advisors have the right information and resources to inform high school students and inspire them to pursue careers in technology, engineering and science professions. The MC has recently decided to recommend to the incoming committee that it spend funds scholarships for undergraduate students (as a means of promoting transportation planning and engineering as a career). Our efforts to promote transportation planning and engineering should be aligned with the Futureintech initiative, to maximise the effect of IPENZ and our activities.

The profile of transportation within the engineering profession has been increased by the APEC Engineering Council’s recognition of “Transportation” as a recognised “practice field”, and Group members are encouraged to indicate “Transportation” when completing forms relating to your technical competence.

While a substantial number of Group members have been promoted to Fellows of IPENZ in the last three years, the process has recently been changed and tightened. It is important that that deserving members of the Group are recognised in a timely manner, and the MC had hoped to establish a register of our members and their contributions to the profession, but this has yet to be achieved.

Publications

Four issues of the Group's main publication (Roundabout) have been produced in the last 12 months. Each issue contained about 40 pages of news items and technical articles, plus the traditional humorous items. The new format continues to attract compliments. Roundabout is now available in electronic form, and less recent issues are being put on our Group webpage. The MC considered sending it to members in electronic form, but informal feedback suggested that many members would prefer a hard copy.

The perennial problem of gathering and presenting information about Group activities around the country (as well as relevant developments overseas) continues, and it would help if each Branch would send material for publication, preferably via a designated contact person.

The Group's webpage on the IPENZ website has been extended, with the addition of more material (including copies of papers presented at the Group's Technical Conference). The work of Matt Ensor and Glen Koorey in maintaining the website is much appreciated.

Financial Report

A statement of the Group's financial situation is attached. It shows that we continue to be in a very sound position, with reserves of about \$162,800 (an increase of about 2.8% on last year). The MC has continued paying modest honoraria to the Group Administrator and Roundabout Editor, in recognition of the effort involved in these roles.

The MC has considered a suggestion at the 2005 AGM that the Group should investigate the possibility of engaging the services of part-time administrative assistance, to provide relief to MC members, who are invariably very busy with their paid employment. This would need to be arranged with IPENZ, as the Group is not able to employ someone directly. The MC recommends that the AGM authorise the incoming MC to pursue such an arrangement with IPENZ and to implement it prior to the next AGM.

Group History

The MC has during the last year worked closely with Malcolm Douglass in the preparation of a Group history. This project has involved a very large amount of work by Malcolm, going through Group and IPENZ records, including previous issues of Roundabout, conference proceedings, and meeting minutes. This project is close to being finished, and the MC is recommending to the incoming MC that the Christchurch steering group continue to work with Malcolm, so that the project may be brought to fruition as soon as practicable.

Recognition of Outstanding Service

In recent years there has periodically been discussion of the need to recognise and acknowledge outstanding service by our members to the Group and/or the Profession. Promotion to Fellow is an option for those members who are full Members of IPENZ, and the MC has arranged about ten such nominations in the last three years, with almost all being successful. IPENZ has recently reviewed its procedure for dealing with promotion to Fellow, and it is likely that a smaller proportion of nominees will be promoted in the future than in the recent past.

Among our members recently promoted to Fellow were people whom the MC considered were probably worthy of promotion quite some time ago, and we are concerned about the robustness

of the process for selecting members for nomination. The MC believes that we need a systematic and transparent process, to avoid similar apparent injustices in the future, and we recommend that the incoming MC pursue this.

Promotion to Fellow is not an option for recognising those members of the Group who do not qualify to be full Members of IPENZ. It has recently been suggested that the Group change its Rules to enable the granting of Life Membership, to enable us to acknowledge outstanding contributions to the Group. The IPENZ CEO (Andrew Cleland) has recently advised that granting Life Membership of the Group could be done via a resolution at an AGM. It has also been suggested that the MC should have the power to award Life Membership.

This matter has not been discussed at a formal meeting of the MC, and there appears to be a range of views on whether the AGM or MC should award Life Membership, as well as other aspects. In addition, the matter of how members should be selected for such an award needs to be discussed in detail, so that we have a systematic and transparent process, to avoid injustices such as appear to have happened with promotion to Fellow. The MC therefore recommends that the incoming MC pursue the awarding of Life Membership.

Conclusion

I believe the Group is in good shape and well placed to grow in strength in the future. We have an important and challenging role to play, given the increasing recognition of the important contribution of transportation to economic well-being, the quality of life, the consumption of non-renewable fuel, and the emission of greenhouse gases and various pollutants.

On behalf of the MC, I thank the Branch Committees, the Special Focus Group organisers and the organisers of the 2006 Transportation Conference for their contributions to the well-being of the Group over the last year.

Finally, I am very grateful for the assistance and support of my fellow members of the MC (Don McKenzie, Axel Wilke, Andrew Macbeth, Yvonne Warnaar, Mike Blyleven, Susan Cambridge, Tony Francis, Dave Gamble, Wayne Osmers, Tony Spowart and Stuart Woods). I thank you all.

Alan Nicholson
(Chair, Transportation Group Management Committee)

September 2006

UPDATE ON DRAFT RULES

THE INSTITUTION OF PROFESSIONAL ENGINEERS NEW ZEALAND Inc.

RULES OF THE TRANSPORTATION GROUP **DRAFT AS AT 22 SEPTEMBER 2006**

SECTION 1. NAME AND DOMAIN OF ACTIVITY

1.1. The Transportation Group (hereinafter referred to as "the Group") is a Technical Interest Group (TIG) of the Institution of Professional Engineers New Zealand Inc. (hereinafter referred to as "the Institution"). At all times and in all forms of output that it creates, the Group must present and represent itself as a Technical Interest Group of the Institution.

1.2 The domain of activity of the Group shall be the art, science and practice of transportation planning and engineering, particularly land-based transport systems.

1.3 Transportation planning and engineering are broadly concerned with the assessment, preparation and construction of complete transportation systems for present and future needs, including integration with land use, and the planning, design, construction and traffic operations of roads, streets and highways, including interactions with adjacent land uses and other modes of transportation.

SECTION 2. OBJECT

2.1 The Object of the Group shall be the advancement of the Object of the Institution, that is the advancement of the professions of engineering within New Zealand by means including but not limited to:

- (a) developing and sharing advances in engineering and technological knowledge;
- (b) developing technological skills to improve the well-being of society;
- (c) representing the engineering professions;
- (d) contributing to the development and recognition of good engineering practice;
- (e) recognising, regulating and supporting those demonstrating competence in the engineering professions;
- (f) supporting engineers in their career development;
- (g) contributing to meeting the needs of the community; within the domain of activity of the Group, by:
 - (a) informing members of the Group on important national and international developments and issues that lie within the domain of activity;
 - (b) contributing to knowledge development in the domain of activity;
 - (c) supporting the identification of good engineering practice within the domain of activity;
 - (d) preparing informed comment on public policy issues within the domain of activity; and
 - (e) creating a national network amongst members with similar technical interests by regular communication.

SECTION 3. MEMBERSHIP

3.1 Every Member of the Institution who expresses an interest in joining and who pays the relevant subscription shall be a member of the Group.

3.2 Subject to permission of the Board of the Institution, and at the discretion of the National Committee of the Group, other persons expressing an interest in the domain of activity, and whose inclusion adds value to the activities of the Group as a whole, may be invited to become members of the Group, provided that they pay the relevant subscription. Such persons should apply for membership using a form provided by the National Committee of the Group.

3.3 Subject to permission of the Board of the Institution, and at the discretion of the National Committee of the Group, an organisation expressing an interest in the domain of activity, and whose inclusion adds value to the activities of the Group as a whole, may be invited to become an organisational member of the Group, provided that it pays the relevant subscription. Such organisations should apply for membership using a form provided by the National Committee of the Group.

3.4 Each organisation that is a member of the Group shall be entitled to nominate one or more persons who shall be treated as if they are individual members of the Group, the number of such nominations per organisation being decided from time to time by the National Committee of the Group.

3.5 Every person who is a member or nominated by an organisation that is a member of the Group shall be entitled to attend general meetings of the Group and to vote.

3.6 Membership of the Group in itself does not confer the rights of Membership of the Institution.

3.7 Members of the Group who have not paid the subscription within a period of time prescribed by the Board, in consultation with the National Committee of the Group, may be removed from membership of the Group at the discretion of the Board. Persons or organisations removed from membership may apply for re-admission, which may be approved by the Board of the Institution, at the discretion of the National Committee of the Group, under such conditions as the Board and National Committee see fit.

SECTION 4. CHAIRPERSON AND NATIONAL COMMITTEE

4.1 The affairs of the Group shall be managed by a National Committee chaired by a Chairperson.

4.2 The National Committee shall contain no less than five members, in addition to the Chairperson, who are elected pursuant to Rule 6.1 and co-opted members, provided that the total number of National Committee members is no more than eleven, in addition to the Chairperson. The immediate past Chairperson of the National Committee, and the Chairpersons of the Branches of the Transportation Group, shall be corresponding, non-voting members of the National Committee.

4.3 The terms of tenure of the positions of Chairperson and National Committee member are one year to the next Annual General Meeting.

4.4 No member of the Group shall be prevented from holding office on the National Committee by reason of their prior service on the Committee, save that the prior permission of the Board shall be required in order for a member who has served for three or more one-year terms as Chairperson to be elected to that position for a further term.

4.5 The Group may choose to designate titles for positions within the National Committee to associate them with particular roles, such as an Honorary Secretary/Administrator (to keep minutes of National Committee meetings and conduct correspondence and other business) and an Honorary Treasurer (to attend to financial matters).

4.6 The Group's National Committee may form sub-committees to perform particular roles, and co-opt members to those sub-committees, provided that all decisions of a sub-committee are subject to ratification by the National Committee.

4.7 Decisions of the National Committee are made by majority vote of those present, provided a quorum is present (see Rule 8.6), there being no casting vote.

4.8 The Management Committee may fill a casual vacancy not filled at an election. Each member appointed to fill such vacancy shall hold office until the next Annual General Meeting.

4.9 The Chief Executive of the Institution, or the Chief Executive's appointee, shall be the official Secretary of the Group.

SECTION 5. ANNUAL MEETING AND RECEIPT OF ANNUAL REPORT

5.1 The Financial Year of the Institution shall apply to the Group unless the Board agrees otherwise.

5.2 The Annual General Meeting of each Group shall be held within three months of the end of each Financial Year at a time set by the National Committee.

5.3 The Chairperson shall present an annual report on activities to the Annual General Meeting, and this will normally be distributed to all Group members.

5.4 The National Committee shall prepare a report on Group activities for inclusion in the Institution's Annual Report.

5.5 The annual report shall cover activities of the Group and the use of funds by the Group.

SECTION 6. ELECTION OF OFFICERS

6.1 The election of the Group Chairperson and National Committee shall occur at the Annual General Meeting, or failing that by postal ballot of all members as soon as possible thereafter.

6.2 Only individual persons and not organisations may be elected to the National Committee or as Chairperson.

6.3 Nominations shall be open for a period not exceeding one month prior to the Annual General Meeting, and shall be closed during the Annual General Meeting of each Group.

6.4 Nominations must be made by an individual member of the Group who personally, or whose organisation, is a member of the Group, and acceptance of nomination must be verified for a nomination to be valid.



Management Committee
Chair : Dr Alan Nicholson
C/-Department of Civil Engineering
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CHRISTCHURCH

6.5 Candidates must be fully financial at time of election.

6.6 Members of the Group or nominees of organisations that are members of the Group may be co-opted onto the National Committee of the Group by a two-thirds majority vote of the elected members of the National Committee.

SECTION 7. INCOME AND EXPENDITURE

7.1 The National Committee of the Group shall recommend membership subscriptions to the Board which shall be sufficient to cover the normal operating expenses of the Group.

7.2 Subscription income shall be expended only in furtherance of the Object of the Group and in accordance with procedures specified by the Board for ensuring that the Group behaves responsibly towards the Institution as a whole.

7.3 The Group may charge fees for specific activities for which the costs cannot be met from subscription income provided that the fees charged and the spending of them is in accordance with procedures specified by the Board for ensuring that the Group behaves responsibly towards the Institution as a whole.

SECTION 8. MEETINGS

8.1 Meetings of the National Committee and meetings of the Group shall be held as required.

8.2 Special General Meetings of the Group may be called by the National Committee on its own initiative, or at the written request of ten members, for the purpose of discussing the performance of the Group.

8.3 Notice of an Annual General Meeting or a Special General Meeting, and the nature of the business to be transacted, shall be circulated to each member to be received not less than fourteen days before such meeting.

8.4 Visitors may be introduced by members to Group meetings subject to the approval of the Chairperson, and such visitors may take part in discussions on the invitation of the Chairperson.

8.5 The Chairperson of the Group, when present, shall preside at each Group meeting and in his or her absence another member of the National Committee shall preside. If no such member is present then the members of the National Committee present shall appoint a Chairperson from among their members.

8.6 A quorum for the National Committee shall be the lesser of five members, in addition to the Chairperson, or two-thirds of the total Committee (including the Chairperson). For a Special General Meeting of the Group the quorum shall be ten members. There shall be no quorum for the Annual General Meeting of the Group.

8.7 Each member of the Group actually and rightfully present at any general meeting has the right to exercise one vote on any motion before such meeting, and each National Committee member has the right to exercise one vote at National Committee meetings. Voting shall be by the voices, except that any such member present may require a show of hands and any ten percent of such members present may require a secret ballot.

SECTION 9. PUBLICATIONS AND OTHER OUTPUTS OF ACTIVITY

9.1 The Group may prepare publications and other forms of output within their domain of activity, and release these outside the membership, provided that they have been prepared in accordance with procedures specified by the Board for such activities within the Institution.

SECTION 10. ALTERATION OF RULES

10.1. An alteration to the Rules of the Group may be recommended by a two thirds majority vote at a Special General Meeting of the Group and that alteration shall become effective if approved by the Council of the Institution.

10.2. No addition to or alteration or rescission of the rules shall be approved if it in any way affects the dissolution rule (11) and no addition to or alteration of the dissolution rule (11) shall be approved without the approval of the Inland Revenue Department.

10.3 No alteration, rescission or substitution which would alter the charitable nature of the Group shall be permitted.

SECTION 11. DISSOLUTION OF THE GROUP

11.1 The Board of the Institution may dissolve the Group provided that at least one of the following criteria is satisfied:

(a) the members of the Group request the dissolution, as determined by a 75% majority of those present at a Special General Meeting called for the purpose of discussing a motion for dissolution;

(b) the Board is of the view that the Group is non-viable as evidenced by poor financial performance, lack of activity, or failure to form a National Committee for an extended period of time.

11.2 In expending any unspent Group funds, in so far as is reasonably possible, the Board must follow any direction previously given by the Group for the use of the funds. No member of the Group shall in any way benefit from such distribution of the unspent Group funds, which shall be distributed for charitable purposes within New Zealand.

TREASURER'S REPORT

Memorandum

To: IPENZ Transportation Group members
From: Axel Wilke
Date: 3 September 2006
Subject **2006/07 Draft Budget**

Overleaf is the budget for the next financial year ending 30 September 2007. For comparison, the 2004/05 final account and the estimated account for 2005/06 are also shown.

Feedback on this draft budget is invited from the Transportation Group (TG) membership at the AGM or by contacting the treasurer before the AGM. The incoming Management Committee will make the final decision on the budget at their first committee meeting following the AGM.

The following notes explain aspects of the budget:

- The budgeted loss for the coming financial year is \$18,500 (compared to \$10,000 in the previous two years). This reflects the desire of providing more services for members under the professional development category.
- In practice, the Management Committee has not been meeting the set level of expenditure in the past.
- On the income side, most Transportation Conferences (and previously Traffic Management Workshops) performed financially better than budgeted.
- As a consequence, Group funds have more than doubled from September 1997 (\$73,000) to 2006 (ca \$163,000 plus 2005 Transportation Conference surplus).
- The 2005 Transportation Conference management committee has not yet reported on their surplus or transferred this surplus to the Management Committee.
- In 2004/05, the audited Transportation Conference accounts were included in our account.
- The cost for publishing Roundabout is expected to nearly double in the coming financial year, as IPENZ will now be charging handling and postage.
- Membership has been increasing steadily and stands at about 900. No changes are proposed to the TG membership fees. The IPENZ service fee payable by members is not part of our budget.



Axel Wilke (TG Treasurer)

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E-mail axel@traffix.co.nz

	Final	Estimated	
IPENZ TRANSPORTATION GROUP	Account	Account	BUDGET
Budget 2005/06	2004/2005	2005/2006	2006/2007
Item	Year to 30-Sep-05	Year to 30-Sep-06	Year to 30-Sep-07
INCOME:			
Member subscriptions	\$ 17,150	\$ 18,500	\$ 18,500
2003 TMW surplus			
2004 TMW income	\$ 102,559		
2005 TC repayment of float			
2005 TC surplus		?	
2006 TC surplus			\$ 6,000
2007 TC repayment of float			\$ 9,000
Interest	\$ 9,474	\$ 8,500	\$ 9,500
Advertising & Sundry	\$ 365		\$ 1,000
TOTAL INCOME	\$ 129,548	\$ 27,000	\$ 44,000
EXPENDITURE:			
Administration:			
Travel, meeting expenses	\$ 1,120	\$ 1,000	\$ 900
Branch grants	\$ 1,200	\$ 1,500	\$ 1,300
Focus Group grants		\$ 300	\$ 550
Group Administrator honorarium	\$ 2,000	\$ 2,000	\$ 1,800
Professional development:			
Visiting speakers, seminars		\$ 4,000	\$ 1,800
Study grants, awards		\$ 5,400	\$ 9,000
Postgraduate Research Grants		\$ -	\$ 5,400
Undergraduate Scholarships		\$ -	\$ 9,000
Award & Prizes - members	\$ 2,382	\$ -	\$ 1,000
Education - members	\$ 525	\$ -	\$ 1,800
Publications:			
Roundabout print & post	\$ 5,947	\$ 5,500	\$ 10,000
Roundabout honoraria	\$ 1,201	\$ 1,500	\$ 1,500
Tech. Paper assistance	\$ 500	\$ -	\$ 1,000
Website		\$ -	\$ 200
Newsletters, circulars		\$ -	\$ 200
Submissions honoraria	\$ 1,700	\$ 1,500	\$ 3,500
History project (writing, editing)		\$ 650	\$ 2,400
Conferences and workshops:			
2003 TMW and Conference expenditure			
2004 TMW and Conference expenditure	\$ 88,103		
2004 Conference Honorarium			
2005 TC expenditure	-\$ 3,100	-\$ 750	
2005 Conference Honorarium		\$ -	
2006 TC expenditure		\$ -	\$ 1,300
2006 Conference Honorarium			\$ 500
2007 TC payment of float			\$ 9,000
Other:			
Transfer to investment	\$ 40,000	\$ 5,000	
Contingency / unspecified		\$ -	\$ 300
Sundry expenditure		\$ -	
TOTAL EXPENSES	\$ 141,578	\$ 27,600	\$ 62,450
opening balance	\$ 10,438	-\$ 1,592	-\$ 2,192
income	\$ 129,548	\$ 27,000	\$ 44,000
expenditure	-\$ 141,578	-\$ 27,600	-\$ 62,450
closing balance	-\$ 1,592	-\$ 2,192	-\$ 20,642
short term deposits	\$ 160,000	\$ 165,000	\$ 165,000
total TG funds	\$ 158,408	\$ 162,808	\$ 144,358
Note: Up to 2004/05 including GST. From 2005/06 excluding GST.			
v04 for inclusion in Roundabout			

BRANCH REPORTS

IPENZ TRANSPORTATION GROUP - AUCKLAND / NORTHLAND BRANCH

Annual Report for 2006 National AGM

Branch Meetings

The Auckland / Northland Branch Transportation Group Committee has been busy again since the 2005 Traffic Management Workshop and Conference undertaking a range of technical group meetings as follows :

- November 2005 Technical Meeting : Locals Working Around the Globe
John Grayling and Shanny Campbell (Maunsell) spoke of their experiences when undertaking a feasibility study to prioritise road improvement projects around Fiji and gave an overview of the engineering aspects as well as the socio-economic and poverty impacts. Tony Innes (SKM) provided an overview of the analysis and modeling work undertaken for the London Olympic bid in order to meet the projected spectator demand. Ian Bone (Beca) spoke of the feasibility study for upgrading 500km of national roads in Sri Lanka he undertook and the challenges in determining priorities. The final speaker was Ian Greenwood (Opus) who spoke of the project for the World Bank that investigated the potential for implementing performance based maintenance contracts in Indonesia and some of the challenges given the state of the existing road infrastructure.
- Christmas Dinner – Waipuna Hotel
This Christmas event at Waipuna was very well attended with approximately 50 people attending.
- March 2006 AGM and Technical Meeting : Forward Works Programmes for the Auckland Region.
Richard Hancy (Transit NZ) outlined the ten year State Highway Programme which was out for public consultation at the time. Katy Marriott (ARTA) described the process for preparing the first Auckland Land Transport programme which covers all transport activities for the seven local Councils and ARTA.

The AGM covered the following:

- a) Report on 2005 Workshop and Conference hosted by the Auckland / Northland Branch
- b) Update on Branch membership
- c) Branch Committee Elections :
 - Resignations received from Graeme Bean, Peter Clark and Sarah Hills
 - Re-elected as Chair – Bruce Conaghan
 - New members – Katy Marriott, Derek Trusler, Hanford Cheung
 - 2006/2007 Branch Committee Members :

Bruce Conaghan (Chair)	Ian Greenwood
Megan Tibby (Secretary)	Michelle Harvey
Liz Angell	Katy Marriott
Stephen Burnett	Murray Noone
Hanford Cheung	Derek Trusler
Pravin Dayaram	David Willmott
Roger Dunn	Matt Ensor

- d) Auckland accepted the offer to take on the National Management Committee role.

- April 2006 Technical Meeting : International Projects

Chris Tolley (Maunsell) discussed the East Timor infrastructure sector in general and in particular a project analysing and preparing a road map for improving institutional arrangements for government functions such as strategic planning, legislating, regulating and delivering rural services for the infrastructure sectors including, roads power, water supply and sanitation, telecommunications, airports and ports. Nabin Pradhan, Raj Mallella, Zuwei Deng (NIS) discussed the implementation of Road Management Systems in Asia and Pacific using HIMS software and lessons learnt while implementing the Road Management system in Cambodia (as part of project managed by MWH) and the Bridge Management system in Papua New Guinea (as part of project managed by Opus). Mike Russell (North Shore City Council) volunteered for a Traffic Safety Engineer position in Bhutan through Volunteer Service Abroad (VSA) and spoke on his experiences in Bhutan.

- July 2006 Technical Meeting : "More than Asphalt – Minimising the impact of traffic and noise on our communities through urban design"

Frank Hanson (EDAW Australia) focused on the value which good urban design can lend to major infrastructure projects and highlighted local and international projects in which a strong urban design approach has led to iconic designs such as the City Link Tollway in Melbourne, the Inner City Bypass and the soon to be constructed North South Bypass Tunnel in Brisbane. Carron Blom (Beca) followed on with a discussion including New Zealand examples of urban design based on her work with Transit and the Central Motorway Junction (CMJ). Rachel Foster (Maunsell) presented a brief discussion on issues associated with road traffic noise, from source generation, topographical effects, the impact the road surface can have on generated noise, to the effectiveness of roadside barriers, and the implications for various types of noise sensitive (in particular residential) premises adjacent significant roads.

- September 2006 Technical Meeting : Intelligent Transport Systems

Stephen Burnett (Transit NZ and Manager of Auckland's Traffic Management Unit) presented summary of the findings from this tour ranging from ramp signalling to incident response vehicles to travel time systems and how these might relate to Auckland traffic management following a fact-finding tour visiting traffic management centres in Melbourne and Adelaide meeting with officials from Vic Roads, City Link, and Government South Australia. Mark Lambert (ARTA) provided an update on introducing a smartcard ticketing system that works on all public bus, rail and ferry services, and the regional rollout of the Real Time Passenger Information System and the associated signal pre-emption, and highlighted some of the main issues around their implementation.

As is evident by the list of technical group meetings described above, the branch has been active in providing a diverse range of topics as part of its approach to raising awareness among its members.

The Committee passes on its thanks and appreciation to all of those who took the time to present and speak at the technical meetings and to all of our sponsors for their support and provision of finger food at our meetings.

The Year Ahead

The Auckland / Northland Branch will continue to provide a diverse range of topics for its Technical Meetings and will keep its members aware of relevant happenings regionally and nationally. The Branch has also developed an informal link with the Chartered Institute of Logistics and Transport



Management Committee
Chair : Dr Alan Nicholson
C/-Department of Civil Engineering
University of Canterbury
Private Bag 4800
CHRISTCHURCH

and NZITS. With Auckland taking on the role of the National Management Committee, it is likely that the Branch Committee will comprise a number of new Committee members.

A handwritten signature in black ink that reads "Bruce Conaghan". The signature is written in a cursive, flowing style.

Bruce Conaghan
Chairperson

IPENZ Transportation Group - Auckland / Northland Branch

22 September 2006

ANNUAL REPORT FOR AGM

CENTRAL REGION, IPENZ TRANSPORTATION GROUP

Current membership for the Central Region stands at approximately 180 members in Wellington (including Lower Hutt, Upper Hutt and Porirua) and the outer-lying areas of Nelson, Taranaki, Wanganui, Manawatu and Hawke's Bay.

Main activities of the Central Region have been:

1. Eleven lunchtime meetings between September 2005 and September 2006. Attendance ranged from 25 to 50 but generally averaged about 30 people per meeting. Meeting topics were:

Date	Topic	Speaker
19 September 2005	An overview of the Western Corridor Transport Study	Tony Brennand (Greater Wellington)
18 October 2005	Addressing transport and social exclusion in the UK and NZ	Dr Karen Lucas (University of Westminster)
30 November 2005	Performance-Objective design for energy constrained transportation systems	Dr Andre Dantas (University of Canterbury)
20 December 2005	Wellington City Inner Bypass Branch AGM	Jonnette Adams (Transit)
January 2006	NO MEETING	
20 February 2006	North American Road Safety Research Initiatives	Bhagwant Persuad (Ryerson University, Canada)
15 March 2006	Wellington ICB Site Visit	Jonnette Adams (Transit)
27 April 2006	Dowse Interchange	Peter Martineau (Transit)
25 May 2006	Growing the Contracting Sector	Chris Olsen (Roading NZ)
6 July 2006	Auckland Motorways Ramp Signalling	Peter McCombs (TDG/ Transit)
26 July 2006	Delivery of National Land Transport Programmes	Balt Gregorius/David Darwin (Land Transport New Zealand)
10 August 2006	TRANFINZ Conference Speakers: <ul style="list-style-type: none"> • Jory Beckman (European Transport Safety Council) • Kate McMahon (UK DOT - retired) • Anders Lie-Head (Road Safety Strategy - Sweden) • Prof Ian Johnston (Monash University) 	Coordinated by WCC/MOT

2. Some outer-lying branches have been involved in either their own Transportation Group meetings or IPENZ Branch meetings.
3. Reciprocal agreements between the branch and the local Chartered Institute of Logistics and Transport (CILT) branch are being developed to allow members the opportunity to attend further presentations.

Eliza Sutton
Branch Secretary Central Region

September 2006

IPENZ Transportation Group Canterbury / West Coast Branch – 2005/06 Annual Report

THE BRANCH HAS A HEALTHY MEMBERSHIP WITH CURRENTLY 107 MEMBERS.

The speakers over the past year reflects the points of current interest in Christchurch, centred on public transport and land use / transport planning integration in the central city. We have also enjoyed several presentations by international visitors. The presentations have been:

- October - Troels Andersen (Odense, Denmark) - Odense, the National Cycling City of Denmark and Cycling in the North European Way: a cross-national view on the status of nations and cities in northern Europe.
- November – Jill Atkinson (ECan) – Public Transport in Greater Christchurch – Key success factors and future challenges.
- April – Bhagwant Persaud (Ryerson University) - Major North American Road Safety Research Initiatives. What relevance is there to the New Zealand scene?
- May – Robert Woods (CCC) - The development and implementation of bus priority corridors in Christchurch City.
- May - Maurice Roers (CCC) - Central City South – Planning Possibilities and Constraints for an Emerging Urban Neighbourhood.
- June – Michael Taylor (University of South Australia) - Impacts of alternative policy options on greenhouse gas emissions from urban freight transport in Australia.
- September (joint presentation with NZPA) – Alan Hoffman (Mission Group, San Diego) – Transit Orientated Design and Urban Growth.
- September – Tim Wright (Beca) - The Lichfield Street Two-Way Conundrum.

Attendance at the lunchtime meetings is good, with typically 20 to 30 people from a variety of organisations. The last presentation was particularly well attended, reflecting the high interest and debates with activities in the central city.

Paul Kane

BRANCH CHAIR

IPENZ Transportation Group – Southern Branch Report to the Annual General Meeting – October 2006

SOUTHERN AGM

The Southern branch AGM was held on 30 November 2005. Election of officers resulted in a new committee comprising of the following representatives:

- Chair: Ross McCammon
- Secretary/Treasurer: Diane Munster
- Committee: Dave Gamble, Don Hill, Simon Underwood, Denise Anderson, Dave March, Megan Collier, Teresa Matassa, Ian Duncan

The committee extending its appreciation to Dave gamble and Don Hill for their efforts as previous Chair and Secretary/Treasurer, respectively.

COMMITTEE MEETINGS

Committee meetings are held late in the month, on an 8 week cycle. Focus areas for the committee have included:

- Recruitment drive to increase the number of southern branch members.
- Raising the profile of transportation locally.
- Co-ordination with IPENZ branch activities.
- Succession Planning within the Transportation Sector.

TECHNICAL PRESENTATIONS/SITE VISITS ETC

Generally technical presentations/site visits etc are programmed every 2 months supplemented by member invites to seminar/presentations convened by the local IPENZ and NZPI branches.

- February 2006 Site visit to Port Otago
- May 2006 Engineering Talk by Henry Semke
Milton Prison Visit
- July Safe Walking and Cycling Presentation by Tim Hughes
Wind Energy Seminar – NZPI
2010 Road Safety Targets – Carey Griffiths and Ian Duncan
- September 2006 Sustainable Energy Seminar

TRANSPORTATION CONFERENCE 2006

The largest area of activity for the Southern committee has been in management of the Transportation Conference in Queenstown. An organising committee of volunteers was convened consisting of:

Chair: Dave Gamble

Secretary: Diane Munster

Organising Committee Members: Dave Marsh, Ian Duncan, Simon Underwood, Ross McCammon, Ron Minnema/Don Hill

Associated workload has been heavy in recent months peaking towards the conference date. Many thanks to Dave Gamble and Diane Munster for taking lead roles in the organising of the conference.



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REGULAR MAILINGS

Extends beyond the local transportation group members, ie. local IPENZ branch, IPENZ's FutureIntech, local NZPI branch, local contractors, polytechnic etc.

COMMUNICATION

Open and frequent lines of communication occur between the Southern Branch and National Committee.

As the "National Committee Sword" is passed to the Auckland branch I extend, on behalf of the Southern Branch, our appreciation for the time commitment and sheer hard work provided by the Canterbury National Committee.

Ross McCammon

FOCUS GROUP REPORTS

FOURTH ANNUAL REPORT

Summary Fourth Annual Report - 30 June 2006

To the Chairman IPENZ Transportation Group for Annual Report to be presented to the Group Annual Meeting 8th October 2006

1. BOARD MEMBERSHIP MEETINGS AND MEMEBERSHIP

This is the fourth Annual report since the NZTPDB was established in 2002. In 2005-2006 the Board of NZTPDB comprised David Gamble (Chairman Dunedin) and six elected members including Steve Reddish (Deputy Chairman Auckland), Chris Freke (Manukau), Ian Clark (Auckland), John Winter (Hamilton), Steve Spence (Wellington), Tony Brennan (Wellington), together with Mike Blyleven (as the IPENZ Transportation Group's nominee, Christchurch) and Bob Alkema (nominated by LTNZ, Wellington). Bob Alkema was replaced by Peter Croft in December 2005 and in turn, on the latter's departure to Australia, Bob Gibson of LTNZ joined the Board in April.2006.

The Board held six tele conference meetings during the year and also a Special General Meeting at Christchurch in December.

2. TPDB MEMBERSHIP

It will be recalled we had 14 members at the end of our first year June 2003, lifting to 28 at the end of our second year June 2004, 33 in June 2005 and this year we have reached 41. The fully paid up membership at the beginning of July 2006 was as follows:

Auckland City Council	Tauranga City Council
Dunedin City Council	Wellington City Council
Hastings City Council	Wellington Regional Council
Hutt City Council	Western Bay of Plenty City Council
Manukau City Council	Douglass Consulting Services
Palmerston North City Council	Traffic Design Group
Auckland Regional Council	TrafficPlan Ltd (D Gamble)
Christchurch City Council	New Plymouth City Council
Environment Waikato	Opus International
Montgomery Watson MWHGlobal.	Beca Carter Hollings Ferner
Porirua City Council	Bloxham Burnett & Olliver.
Tim Kelly Consultants	Gabites Porter (Hamilton)
Traffic Planning Consultants	Waitakere City Council
Waitakere City Council	Environment Canterbury
Sinclair Knight Mertz (SKM)	Invercargill City Council
Steve Abley	Napier City Council
Transit New Zealand	Wes Edwards (Auckland)
Flow Transport Specialists (Auckland)	Franklin District Council
Planned Solutions (Napier)	Traffic Engineering & Managt (Auckland)
North Shore City Council	Susan McAuley (Nelson)
Connell Wagner	Traffic & Transport Engineers (Auckland)

The Board is recommending to its Annual Meeting on Monday 9th October that a new clause to Rule 5.1 Classes of Membership be added to cover the need to recognise Reciprocal Membership with similar organisations e.g. AITPM and TRICS/UK and including the NZ Universities.

3. NEWSLETTERS, CONTACTS AND WEBSITE

Four Newsletters were sent out reflecting progress to both inform our members and rouse interest in extending the membership.

International Contacts with similar organisations such as ITE, RTA/ARRB/AITPM continue to grow. Great strides have been made in our contacts with TRICS/UK and, as a result of our joint research project the Board has resolved to offer TRICS the new Reciprocal Membership when that is made effective at this Annual meeting.

The Website www.nztpdb.org.nz was established on the 19 April and is proving an attraction.

4. NEW INITIATIVES

The Database continues to be our major stock in trade. However it has now been complemented by access to the UK/TRICS Database. A new Database Disc together with an up to date of our 14 page User Guide was distributed on the 24 August. However the Board continues to be very concerned about the lack of NZ survey data volunteered from our members and other organisations during the year.

Five major initiatives for 2006/2007 are all designed to correct deficiencies, build membership and the database. These include

- The NZTPDB seeks to improve and popularise useful surveys and survey techniques. With this in mind a revised Summary Site Survey Form has been prepared to be distributed widely.
- We now have access to the UK/TRICS Trips and Parking Database through our three regional stations including Ian Clark (Auckland), Tim Kelly (Wellington) and Steve Abley (Christchurch) and this service is gradually being used more.
- The Website www.nztpdb.org.nz is proving of interest to an increasing number of members and others.
- The major Research Project "Correlating UK/NZ Trips and Parking Rates" is now in hand. This major \$85000 research project, largely funded by Land Transport New Zealand Research, represents a major break through which should prove of great utility to members
- The 7 regional Travel and Parking Workshops proposed in March 2007 will lift the profile and quality of the work with a wider range of both engineering and planning professionals. The sponsoring organisations include IPENZ, NZPI, MfE, LGNZ and the two Institutes have approved the course as part of their Professional Development Programme for 2007.

5. FINANCES AND ANNUAL PLAN 2005/06

Audited Accounts will be presented at the Annual meeting. Last years income increased by \$10,000 on the previous years figures resulting in a membership fee income of \$44000. However our expenditure climbed to \$55,000 which resulted in a draw down on our cash resources. The NZTPDB in 2005/2006 established a conservative budget based on a minimum income of \$40,000 however with increased income and application of our cash reserves it was possible to undertake further work. We have achieved a larger investment in website work, publications and preparation for the LTNZ Research (now approved as LTROO79). It is gratifying that the expanded programme became possible and so much has been achieved

6. MEMBERSHIP LEVY AND ANNUAL PLAN 2006/2007

In order to secure the additional \$10,000 necessary for NZTPDB to fund its share of Research (LTR 0079) the Board increased the service fee by 20% to all existing members. The incidence of the new rates with the number in each category are as follows:-

- A1, B1, C1, rise from \$2000 to \$2400 + Gst 300 = \$2700 (18 members)
- B2, C2, rise from \$1000 to \$1200 + Gst 150 = \$1350 (9)
- B3, C3 rise from \$500 to \$600 + Gst 75 = \$ 675 (5)

C4, D1, D2, rise from \$250 to \$300 + Gst 37.5 = \$ 337.5 (9)

Proposed Annual Plan 2006/2007. Extending this levy means the work in this years programme is also extended. This is to be paid for partly from the increase in fees partly from the anticipated increased membership and most importantly from the LTNZ Research grant of \$75000 for the UK/NZ Trip Correlation research. The total expenditure budget for the coming year is \$ 70,000 plus the LTNZ Research Grant of \$75,000.

7. ADMINISTRATION

Malcolm Douglass (Douglass Consulting Services Ltd.) and Steve Abley (Chartered Transportation Engineer). both based in Christchurch continue to provide the technical bureau service as contract administrator and researchers. Their positions are as consultant support with specific tasks agreed by the Board and contracted throughout the year. This year the work has been extensive and it is gratifying to see such a productive result in research, on the database and also liaison with our international colleagues developing so satisfactorily.

With Don McKenzie's shift to Auckland and because of altered circumstances the long association (7 years) of his contract research to NZTPDB has come to an end. We thank Don for all his efforts. We hope we can find suitable research and survey opportunities to continue the valued association NZTPDB has had with Traffic Design Group. It is gratifying that Andy Carr of TDG Christchurch is available and can assist us on specific tasks.

8. CONCLUSION

I thank the Transportation Group and the Management Committee for their continued support of the NZTPDB Focus Group. This next year promises to be the most productive in the 5 years of this initiative

We also ask that more organisations, councils, consultants and individuals join the cooperative and add their support and use the Bureau's services.



Chairman of the NZTPDB Board

8 October 2006.

**2005-06 Urban Design Action Plan
IPENZ Transportation Group**

2 August 2006

Preamble

Roads and streets are a critical component of urban areas. The design, management and operation of these facilities have a significant impact on the quality of urban life. IPENZ Transportation Group (TG) members have a keen interest in, and responsibility for, streets and streetscape design. We are concerned for the wellbeing of all road users, including pedestrians, cyclists, public transport users, and other motor vehicle drivers and occupants. We are also concerned for the social good, including the impacts that transportation systems and decisions have on the community.

We influence urban design through our involvement in planning and design of urban transport systems and infrastructure. We believe that this influence should be positive for all street stakeholders and urban residents to the maximum extent possible; hence TG's support in principle for the Urban Design Protocol and good urban design in general.

We support the Government's policies for a sustainable land transport system. With more people walking, cycling and using public transport, and using motorised vehicles more efficiently, better use can be made of our transport system, with the result that there will be less noise and air pollution, fewer greenhouse gas emissions, less community severance and greater accessibility for a wider cross-section of society.

Walking, cycling and public transport have a huge potential to reduce the amount of, and hence the undesirable impacts of, motor vehicle traffic and are thus well able to support sustainable urban life. But walking, cycling and public transport all benefit from higher land use densities and more compact urban areas than are typical in New Zealand's towns and cities. Similarly, mixed land use practices (that encourage local shops in residential neighbourhoods, for example) help reduce motor vehicle traffic and improve the quality of urban life.

Accordingly, the IPENZ TG supports better integration of land use and transportation planning and policy, including decision-making about the form and siting of new urban developments. We welcome opportunities to work more closely with other stakeholders to improve the quality of urban planning and design.

This draft Urban Design Action Plan has been developed through a collaborative approach. All our members have had the opportunity to be involved. The draft plan has been endorsed by the Management Committee and a group of interested members, many of whom are members of our Urban Design Special Interest Group (UDSIG). This group will play an important role in fulfilling our obligations under the Urban Design Protocol and implementing our Action Plan.

Urban Design Co-Champions:

<i>Name</i>	Chris Harris	Wes Edwards
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Action Plan Tasks – IPENZ Transportation Group

Action	Time-frame	Lead	Date Achieved
Championing Urban Design and Raising Awareness			
1. Appoint an Interim Urban Design Champion.	Feb 05	MC	July 05
2. Establish an Urban Design special interest group (UDSIG) for TG members.	Oct 05	Interim UDC	Oct 05
3. Post a draft 2005-06 Urban Design Action Plan on TG website and publicise it to members.	Oct 05	Interim UDC	Oct 05
4. Forward draft Urban Design Action Plan to MfE.	Oct 05	Interim UDC	Oct 05
5. Publish material on urban design in November 2005 "Roundabout", with Urban Design as the theme for the issue.	Nov. 05	Interim UDC	Dec. 05
6. Appoint an Urban Design Champion.	Dec 05	MC	Mar. 06
7. Revise the 2005-06 Action Plan with feedback from members and deliver to MfE.	Dec 05	MC	Mar. 06
8. Revise and deliver the 2006-07 Action Plan to MfE.	Sep 06	MC	Aug. 06
Exchanging Information and Research			
9. Establish an urban design section on the TG website.	Dec 05	UDSIG	Dec. 05
10. Establish an email discussion group for the urban design special interest group and promote to members.	May 06	UDC	May. 06
11. Discuss the provision of transportation input into continuing professional	Oct 06	UDSIG	

development in collaboration with other relevant bodies.			
12. Provide Urban Design papers or remits at the 2006 Transportation Conference.	Oct 06	Org. Com.	
13. Organise and host forums and networks to debate urban design issues at branch level.	Dec 06	Branch UDCs	
Integrating Management			
14. Participate in a multi-disciplinary workshop with other professionals, and central and local government to ensure integrated approaches to land use and transportation planning and the support of quality urban design. Organisation done by others.	Dec 06	UDC	Feb. 06 (MfE Champions workshops)
Building Capacity			
15. Offer or publicise training and education programmes to members to increase their understanding of urban design issues.	Mar 06	UDC	
16. Work in partnership with other organisations, local councils and central government agencies to provide effective training and education programmes on urban design at a range of levels for all disciplines involved in managing the urban environment.	Mar 06	UDC	

Notes.

MC = Management Committee; Branch Coms = Branch Committees; UDC = Urban Design Champion; UDSIG = Urban Design Special Interest Group; Org. Com. = IPENZ Transportation Conference Organising Committee

SNUG Group Report to IPENZ Transportation Group AGM 2006

SNUG (Signals New Zealand Users Group) is a focus group of the IPENZ Transportation Group. SNUG conducts most of its activities through the Yahoo.com SNUG_members user group plus an annual SNUG Traffic Signal Meeting.

The SNUG Traffic Signal Meeting was held in Christchurch in November 2005. The meeting was a great success with over 45 participants attending. The 2006 meeting is currently being arranged and will be held in Tauranga in November.

The SNUG web site is also a useful resource for the group and thanks must go to Matt Ensor for updating this for the group.

The National Traffic Signal Specification was updated and put on the SNUG website in September. RCA's and Consultants are encouraged to use this document to provide good practice and consistency in the industry.

A lot of effort in the past has been put into a process for the auditing of existing traffic signals. This work is now complete, thanks to the generosity of Land Transport New Zealand, and the drive of Ian Appleton. The final auditing template can be found on the SNUG website."

Bill Sissons
Christchurch



Management Committee
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