



# **NZUAG Annual Report 2015**

## About NZUAG

The NZ Utilities Advisory Group (Inc) (NZUAG) is a joint consultative group of network utility service providers (water and wastewater, telecommunications, electricity and gas), corridor managers for road and rail, and industry bodies. It was formed in late 2001 to look at issues relating to utilities' activities (initially) in the road corridor, and to provide a forum for interface between the parties. It became an incorporated society in December 2011.

NZUAG is the Guardian of the Code of Practice for Utility Operators' Access to Transport Corridors. The Code is a legislated requirement under the Utilities Access Act 2010. The Code applies to the activities of all transport corridor managers and utility operators throughout New Zealand. The Code also recognises that the ability of utilities to get in and out of the corridor as efficiently as possible to install, maintain and upgrade network infrastructure is critical to New Zealand's economy and community quality of life.

The revised Code came into effect on 10 September, 2015, and can be located at [www.nzuag.org.nz/national-code](http://www.nzuag.org.nz/national-code)

## Directory

NZUAG (Inc)

**Address:** PO Box 25-414 Wellington 6146

**Email:** [info@nzuag.org.nz](mailto:info@nzuag.org.nz)

**Ph.** 027 242 6506

**Administrator and Secretary:** Colin Lewis

**Independent Chair:** Paul Swain

**Auditors:** Moore Stephens Markhams

## The Year in Review

I am pleased to present the 2014/15 NZUAG Annual Report.

This year has been a particularly busy one for the NZUAG Committee, with the main focus being the Code Review. In addition, the Committee has established a number of working groups to address issues relevant to industry. We have introduced regular newsletters to keep members informed of developments, and have managed the finances prudently. We now feel we have established a strong platform for delivering better services for existing and new members in the coming year.

**Code Review:** As reported last year, the National Code of Practice for Utility Operators' Access to Transport Corridors ([www.nzuag.org.nz/national-code/](http://www.nzuag.org.nz/national-code/)) is a regulation established under the Utilities Access Act 2010. The Act requires the Code to be reviewed biennially, with the first review commencing after two years operation.

The Code came into force on 1<sup>st</sup> January 2012. Consequently NZUAG initiated the first review early in 2014. As an initial step, NZUAG invited members to provide feedback on the Code to enable a balanced evaluation of the Code's effectiveness as well as to identify areas for potential improvement or amendment. Submissions were received from 26 NZUAG members making 249 suggestion points. Of these the review team accepted 75 suggestions, about 30%, and included these into an updated draft of the Code.

The draft Code was notified to the public for further submission during September and October. From this round 21 submissions were received from NZUAG members, making 225 suggestion points. Of these 81, or about 36%, were accepted and drafted into the revised Code. The revised Code was then reviewed by independent legal advisors for conflicts with existing legislation and regulations.

After ratification by the NZUAG Committee in February, the revised Code was submitted to Treasury for consideration and Ministerial approval.

The Minister of Finance approved the code revision in August, and was subsequently gazetted and came into effect on 10 September 2015.

A meeting with Treasury Infrastructure Unit officials has subsequently been held to begin looking at ways to streamline the approval process in preparation for the next review.

NZUAG wishes to acknowledge and thank members, industry participants, the Treasury Infrastructure Unit, and the public who have contributed to this Code review process. Special thanks to Ross Malcolm, Ian Cox, Barry Williams and Rachel Nottingham for their tireless work on our behalf during this process.

**Working Groups:** A number of working groups were established during the year to address some of the issues that had been raised by members, particularly during the Code review. The Working Groups include:

- **Education, Awareness and Training:** This group, led by Ross Malcolm, has been working on a Code promotion campaign for 2016 that will aim to raise the awareness and understanding of the revised Code. Details will be released shortly. In addition NZIHT has run around 20 training courses on the Code and its importance to the industry during the last year.
- **Compliance and Enforcement:** This group, led by Brett North, has analysed comments Code Review submissions focused on Code compliance and enforcement. Actions proposed by the working group include the development of a web-based national register of local and special conditions, promotion of the revised Code at the highest levels in organisations, and an increased promotion of the revised *Working Safely in the Road Handbook*. A series of focus groups are being planned for 2016 to explore options for addressing the issues and membership feedback will be sought.

- **NZUAG Constitution/Rules:** Led by Ross Malcolm and Ian Cox, this group has revised the rules of our Advisory Group, given the shift from an interim organisation at the time of the introduction of the Code to a more permanent organisation with responsibilities for the new revised Code. The revised rules will be presented to members at this year's AGM for their consideration and approval.
- **Website:** This group, led by Geoff Thorn, has reviewed the current website to determine whether there is a need for a major upgrade. The conclusion was that, as the website is primarily used as a source of information by industry, no major structural changes were required at this time. Some rearrangement of content was proposed and agreed to by the Board. This includes shifting the up-date function in-house, in order to improve the cost-effectiveness of keeping content refreshed. The agreed changes will be rolled out progressively over coming months.

**Finances:** I want to thank Peter Gilbert and the finance sub-committee members for their diligence in meeting regularly to prepare Board finance reports and overseeing the overall financial management, culminating in the provision of a clean audit result by the Advisory Group's auditors. It is pleasing to see steady financial performance, with results broadly in line with the budget.

**Input from Outside Groups:** The Committee has recognised the importance of building relationships with associated groups so that information and ideas can be shared to the benefit of NZUAG and the industry as a whole. Consequently, representatives from LGNZ, the Treasury Infrastructure Unit, CoPTTM, and Civil Contractors New Zealand have presented at Committee meetings to encourage discussion and debate. We intend to continue this practice over the coming year.

**Road Infrastructure Management Systems (RIMS) Forum:** The RIMS forum held in March this year was a great success. The second day's Corridor Management stream provided the opportunity for Corridor Managers and Utility Operators to share ideas and issues relating to the Code. This is an important event for NZUAG and we will continue to play an active part in future RIMS events.

**NZUAG Newsletters:** The Committee is now providing regular newsletters following each meeting to keep members updated on key issues. The newsletters appear on the website a few days after meetings. Feedback to date has been positive, and we welcome comments and suggestions so that improvements can be made regularly to the format.

**In conclusion,** it has been a pleasure to serve as the independent chair of NZUAG during the year, and I look forward to working with you in the coming year to address the issues of concern to this industry that is so vital for the economic development of New Zealand.

Paul Swain  
NZUAG Independent Board Chair

## Finance Report

The surplus for the 2014/2015 of \$46,053 was a very pleasing result, but was mainly a consequence of \$20,000 from selling the right to the NZUAG code to Fiji and only six months of fees for the independent Chair.

However it was another indication that the finances are very much on an even keel especially given the reduction in subscriptions from removing the Committee member surcharge for the 2014/2015 year.

The complete 2014/2015 audited accounts have been circulated to members along with this annual report, which I recommend you read through.

Peter Gilbert  
Chair, Finance sub-Committee

## Administrator's Report

The past year has again been a busy one from an administration perspective, with finalisation of the Code Review process and support for the new Working Groups, plus all the standard tasks involved in serving the Committee and helping keep the organisation running smoothly. One new area of responsibility has been keeping the website updated directly, rather than through our web hosts. This appears to be working well and has added an interesting extra dimension to the administration role.

Interest in the 'Working Safely in the Road' NZUAG Handbook has remained steady, with just over 2,900 copies having been sold through the year. As a follow-on from the Code Review process a new edition of the Handbook is to be produced that will incorporate changes made to the Code. Any change in the purchase price will be made once the new edition has been printed, but it is likely that the member - non-member pricing differential will remain.

I have again enjoyed interacting with members via email and over the phone throughout the year, and look forward to supporting the Association and its members through the year ahead.

Colin Lewis  
NZUAG Administrator

## List of Members by Category

Corridor Managers	Utility Operators
<i>Full Members</i>	
<p><b><i>Auckland Transport</i></b>  Christchurch City Council  Dunedin City Council  Greater Wellington Regional Council  Hamilton City Council  <b><i>Hastings District Council</i></b>  Hutt City Council  <b><i>KiwiRail</i></b>  Nelson City Council  <b><i>NZ Transport Agency</i></b>  Road Controlling Authorities Forum  Rotorua District Council  Tasman District Council  <b><i>Tauranga City Council</i></b>  Timaru District Council  Upper Hutt City Council  Waimakariri District Council  <b><i>Wellington City Council</i></b>  Western Bay of Plenty District Council  Whangarei District Council</p>	<p><b><i>Chorus NZ Ltd</i></b>  Delta Utility Services Ltd  Electricity Engineers Association  Electricity Networks Association  Enable Services Ltd  <b><i>Gas Association of NZ Inc</i></b>  Marlborough Lines Ltd  Northpower Ltd  <b><i>NZ Telecommunications Forum Inc</i></b>  PowerCo Ltd  <b><i>Vector Ltd</i></b>  Water NZ  Watercare Services Ltd  WEL Networks Ltd</p>
<i>Associate Members</i>	
<p>Central Hawkes Bay District Council  Invercargill City Council  Local Government NZ  New Plymouth District Council  South Taranaki District Council  South Waikato District Council  Southland District Council  Stratford District Council  Waipa District Council</p>	<p>Electra Ltd  Wellington Water Ltd  <b><i>Associate – Other</i></b>  Civil Contractors NZ  Lord Civil  Transfield Services Ltd</p>

***Bold Italics*** = Current Committee member